



# Aquaris M8

Complete User Manual

## Aquaris M8

The BQ team would like to thank you for purchasing your new Aquaris M8. We hope you enjoy using it.

You can browse the **internet rapidly**, check your email, enjoy games and apps (which you can download directly onto the device), read e-books, transfer files via Bluetooth, record audio, watch movies, take photos and record videos, listen to music, chat with your friends and family or enjoy your favourite social networks.

### About This Manual

- To ensure its correct usage, please read this manual carefully before using the device.
- Some of the images and screenshots shown in this manual may differ slightly from those of the final product. It is also possible that some of the information in this manual does not correspond exactly to the operation of your device due to firmware updates. To obtain the latest version, please go to [bq.com](http://bq.com)
- BQ shall not be held liable for any issues relating to performance or incompatibility resulting from modification of the registry settings by the user, or for any incompatibility issues with third-party applications available through the app stores.

### Icon guide



**Danger:** this icon indicates situations that could pose a risk to personal safety or health.



**Warning:** situations which pose a risk to the correct functioning of the device but not to personal safety or health.



**Tip:** additional information to help you make the most of your device.

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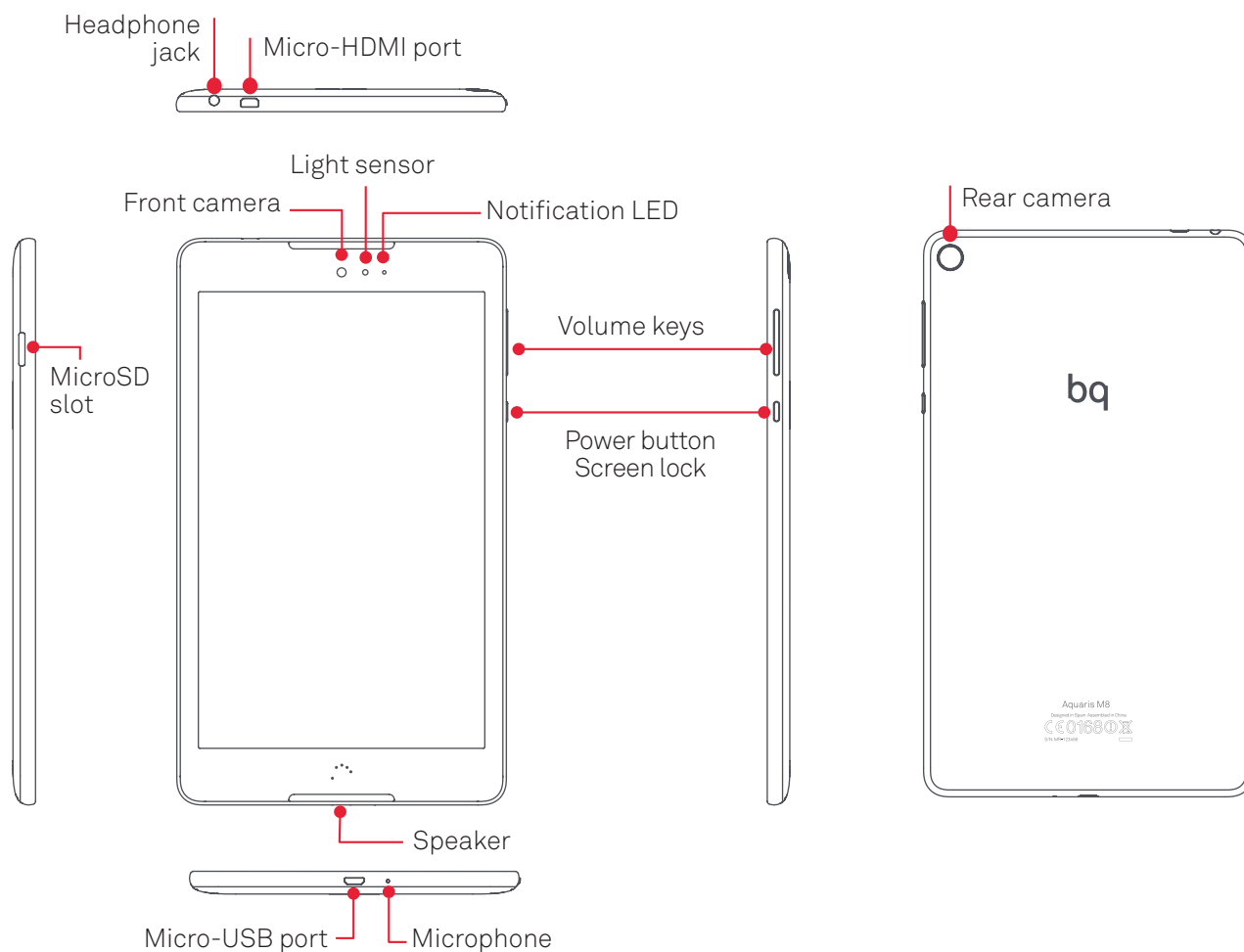
## Before Starting

### Box Contents

Please check the contents of the box before using your BQ device for the first time. If any of the following items are missing, contact the dealer from whom you acquired the device.

- ✓ Aquaris M8
- ✓ USB (type A) to micro-USB (type A) cable
- ✓ Documentation:
  - Quick Start Guide
  - Warranty and important information

## Product Overview

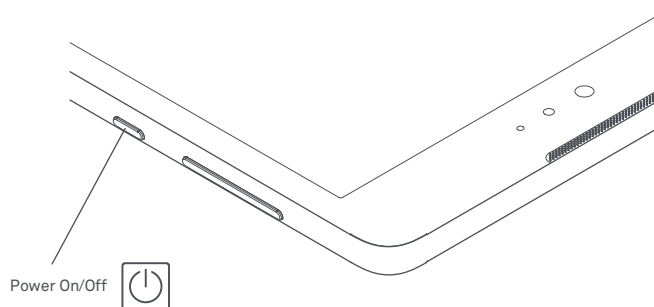


Do not attempt to remove the rear cover of your BQ Aquaris M8 as this may damage the device.  
Do not attempt to remove the battery, doing so may invalidate the warranty.

## Getting Started

### Switching the Device On and Off

To switch on your Aquaris M8 press and hold the power button for a few seconds. It is located on the right side of the device.



To switch it off, press and hold the power button for two seconds. A menu will appear with various options. Select **Power off**.

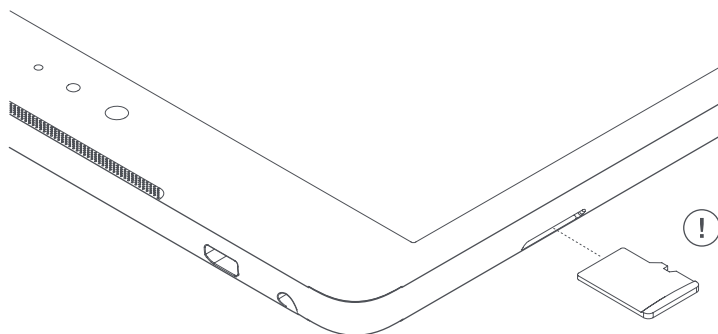


A brief press on the power button will switch off the screen but not the device.

## Inserting and Removing the MicroSD Card

The internal memory of your Aquaris M8 can be expanded to 256 GB using a MicroSD card.

To insert a MicroSD card, follow these steps:



Insert the MicroSD card into the slot making sure the metal pins enter first and that they face toward the back of the device.

Push the card in until you hear a slight click, which indicates that it has been inserted correctly. If it is not inserted correctly the device may not recognise it and its contents will not be accessible.

To remove the MicroSD card, follow the steps in the previous section in reverse order, bearing in mind the following:

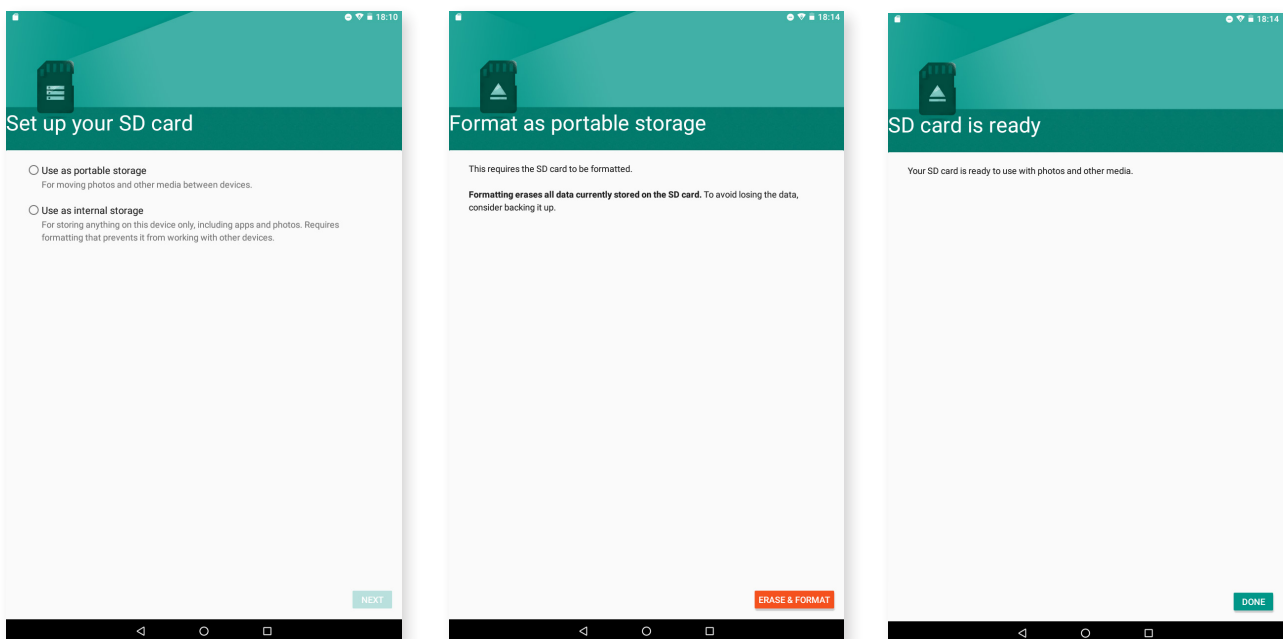
- a. For greater security, we recommend switching the device off before removing the MicroSD card.
- b. If you need to remove the MicroSD card while the device is switched on, unmount it first to avoid damaging the card and losing data. This can be done by selecting **Settings** > **Storage and USB** > **SD Card** >  > **Settings** > **Eject**.

## Managing MicroSD cards and USB Drives

MicroSD cards or USB drives (a pendrive or compatible hard drive connected via OTG) can be installed providing complete functionality.

When a new MicroSD card or OTG drive is inserted into the device a message appears in the notification bar indicating it is ready together with the Eject and **Set Up** options. Selecting Set Up opens a setup wizard which lets you choose how to use the memory, that is, either as portable storage or internal storage.

- **Portable storage:** it can only be used as an external MicroSD/USB drive. Applications cannot be installed on it and it will only serve to support the device's internal memory. Only information such as photos, videos or some external application data (provided the application allows this) can be stored on it.



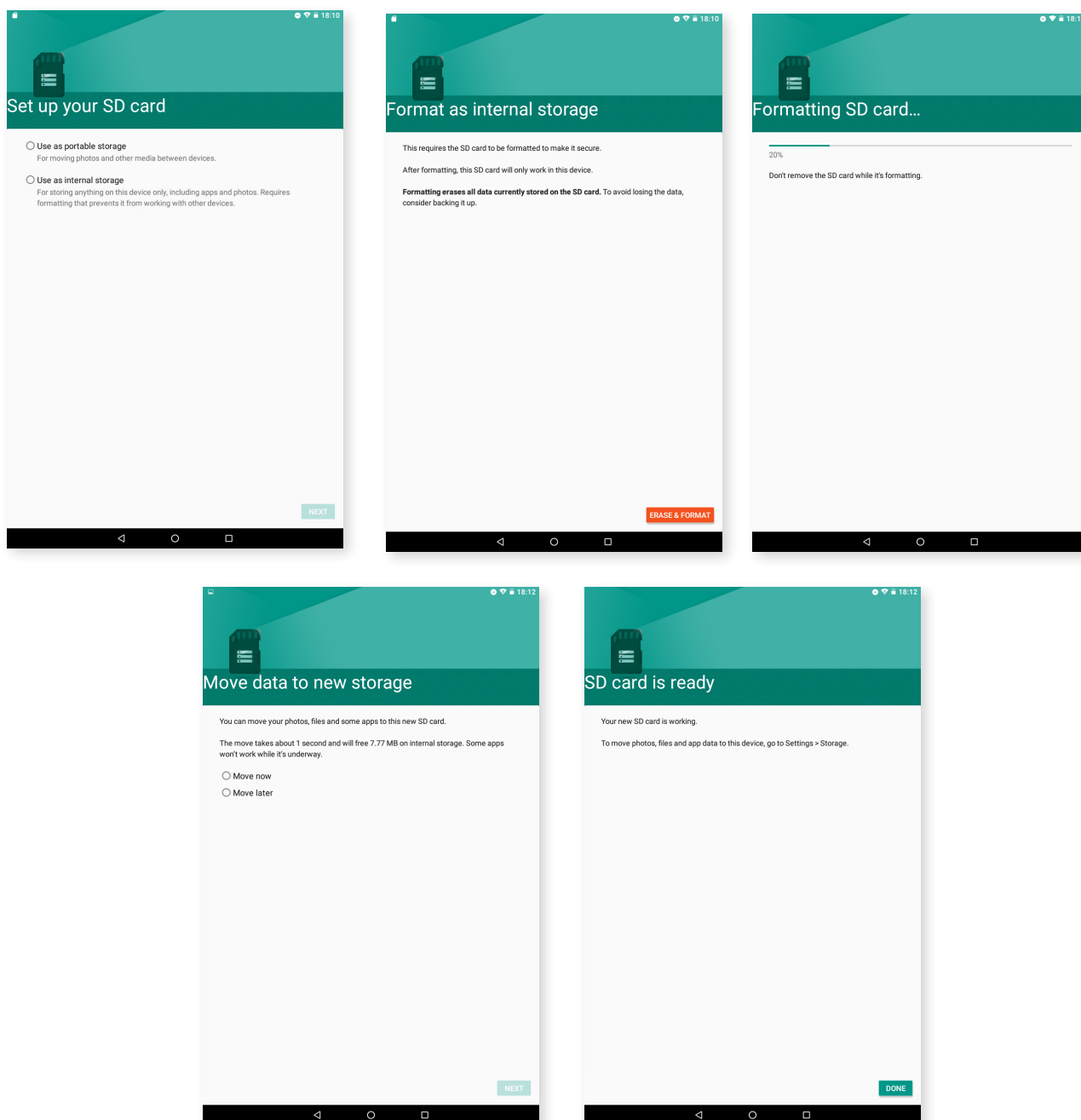
- **Internal storage:** it substitutes the device's internal memory in almost all aspects, allowing the installation of applications (provided these allow this) and the storage of all information generated by the device (photos, videos, downloads, etc.). The card or USB drive will be formatted and encrypted (for security). This means that the MicroSD/USB drive cannot be used in another device without first being formatted.



You can choose whether to store your multimedia files on your device's internal memory or directly to the external USB drive or MicroSD card. Remember that any content stored on the card/USB drive will not be available when it is removed. This may cause some applications to stop working.



For best results when using a MicroSD/USB drive as internal storage it is recommended that it be high capacity to avoid running out of space, and that the class of the MicroSD card be high ("class 10" is recommended) to minimise impact on the device's performance.



The MicroSD card/USB drive settings can be changed at any moment by going to **Settings > Storage and USB > SD Card or USB drive > ⋮ > Settings** and selecting **Format as internal** (if it is portable) or **Format as portable** (if it is internal).



If your MicroSD card/USB drive is set so that multimedia files and applications are stored on it, then when the device is connected to a computer via MTP its internal memory will not be visible. You will only be able to access the MicroSD card/USB drive as internal storage. However, if the multimedia files are on the internal memory instead of the MicroSD, then when the device is connected to a computer via MTP only the internal memory will be visible.



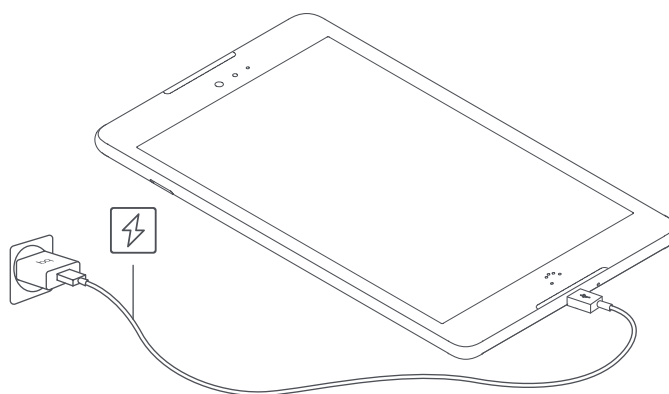
Be aware that formatting the MicroSD card or USB drive under either option will erase all data stored on them.

## Charging the Device and Transferring Files

Your tablet has a rechargeable (non-removable) 4050 mAh battery which is charged via the micro-USB port at the bottom of the device. A USB (type A) to micro-USB (type A) cable is provided with the tablet for charging the battery. To charge, follow these simple steps:

A) Using a mains adapter (not included):

1. Plug the USB cable into the mains adapter.
2. Connect the mains adapter to any standard plug socket (220 V/50 Hz).
3. Plug the other end of the cable into the micro-USB port on your tablet.



B) Using a laptop or desktop computer:

1. Connect the USB cable to a compatible USB port on your computer.
2. Plug the other end of the cable into the micro-USB port on your tablet.



The battery in your Aquaris M8 is non-removable. Removal by anyone other than our Technical Support staff may damage the device and invalidate the Warranty.



It is recommended the battery be charged fully (2h 40min.) the first time it is charged as this will help calibrate the battery meter. Bear in mind that some batteries perform better after completing a number of charge cycles.



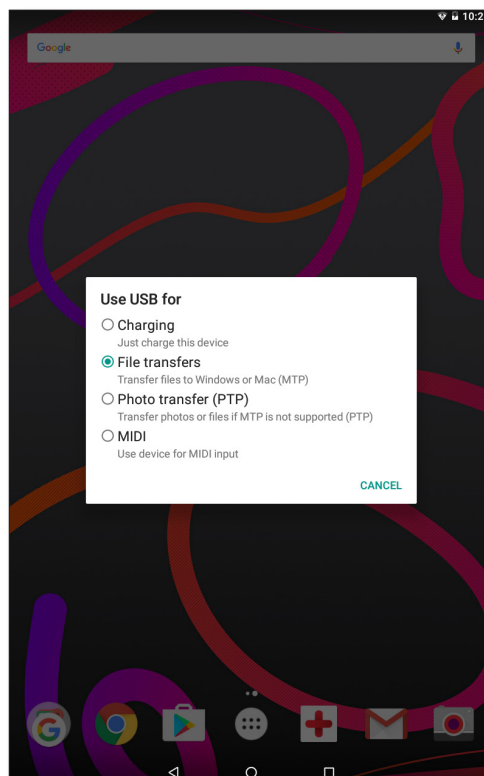
The time required to charge your device can vary markedly depending on whether it is charged via a mains adapter or a computer USB port.



For optimum charging, we recommend using a 5 V 2.0/2.1 Amps charger with your device.

Connecting your tablet to a computer using the USB cable also allows you to transfer files between the two devices (from its internal memory or from the inserted MicroSD card). This will allow you to use, copy or store images, videos, music, text documents, etc. on one or both devices.

The file transfer mode can be selected on connecting your Aquaris M8 to a computer. When you connect it, press the Touch for other USB options message to see the **USB computer connection** menu. Connecting with the **Charging** option eliminates data connections and file transfers between the computer and the device allowing for improved charging speed. Other options include **File transfers** (MTP), **Photo transfer** (PTP) or **MIDI**, which allows the connection of musical instruments or other devices with MIDI inputs such as keyboards.



There are a number of ways to transfer files. The following steps explain how to do this via a USB connection:

1. Connect your Aquaris M8 to a computer using the micro-USB to USB cable provided. Insert the micro-USB connector into the corresponding port on the device, and the generic USB connector into the corresponding port on the computer.
2. Select and copy the desired files to your device or computer. Remember that you can store them on either the internal memory or the MicroSD card if you are using one.



To transfer files in **MTP** or **PTP** mode from your tablet (and/or MicroSD card) to a Mac OS computer and vice versa, you will need to download and install the free **Android File Transfer** application to your computer: [www.android.com/filetransfer/](http://www.android.com/filetransfer/).

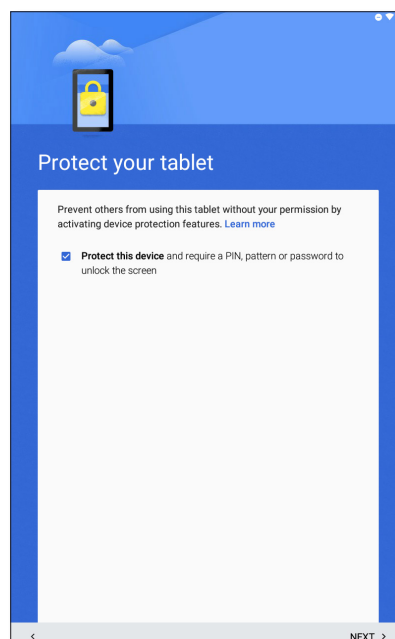
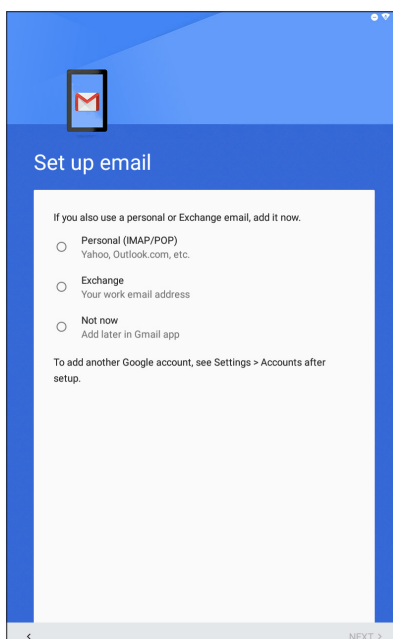
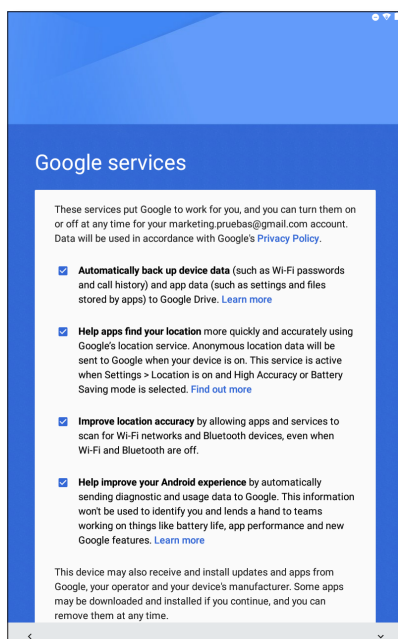
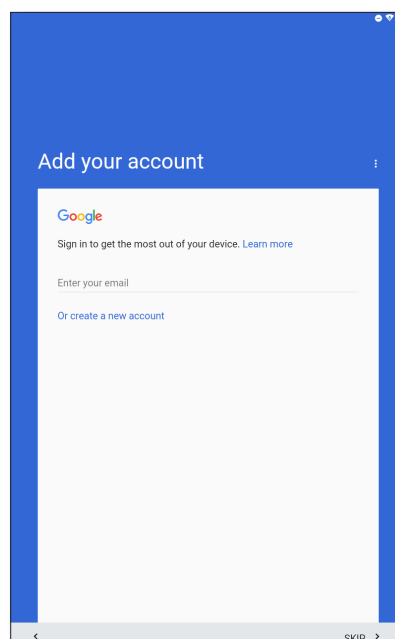
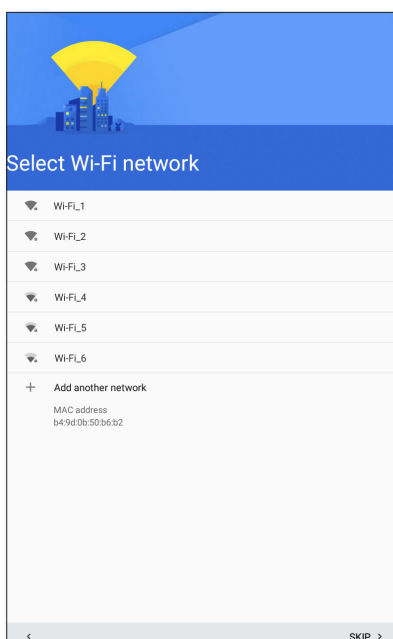
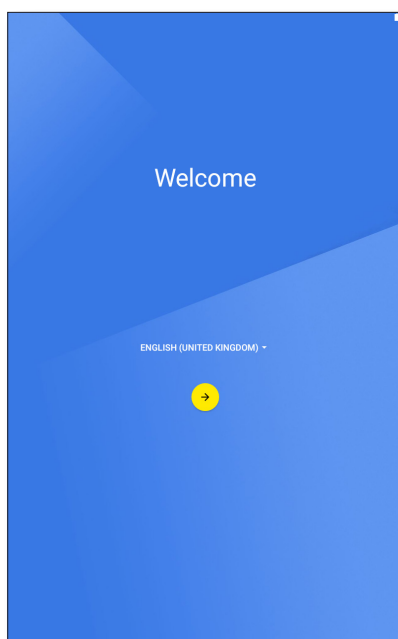


Do not disconnect the cable while files are being transferred.

## Setup Wizard

The first time you switch on your Aquaris M8 a setup wizard will help you configure the basic settings for your device, such as:

- Language
- Wi-Fi network
- Add your account
- Google services
- Protect your tablet



After adding your Google account you have the option to add another account to the Gmail application.

## Learning to Use the Multi-Touch Screen

Your device has a capacitive multi-touch screen with five simultaneous detection points. Different movements can be made with these points which are linked to different functions:

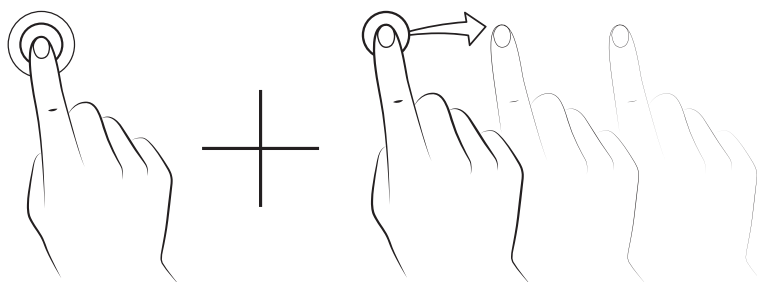


**Touch.** Touch the screen briefly to select an icon, open an app, activate a text-entry box, etc.



**Touch and hold.** Touch the screen and hold for approximately 2 seconds to bring up an options menu.

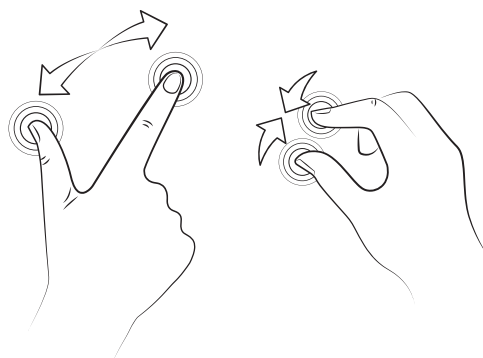
**Drag.** To move an icon, press and hold down, drag it to the desired position and then release.





**Swipe or slide.** Press briefly on the **Home screen** and slide your finger left or right to access the extended screens, or slide your finger up or down to scroll through a website, list or menu.

**Pinch.** Place two fingers on the screen at the same time and move them towards one another or spread them apart to reduce or enlarge an image.



**Double-tap.** Tap the screen twice in quick succession to increase the zoom. Repeat the action to decrease it. You can also use this to activate/deactivate the screen.

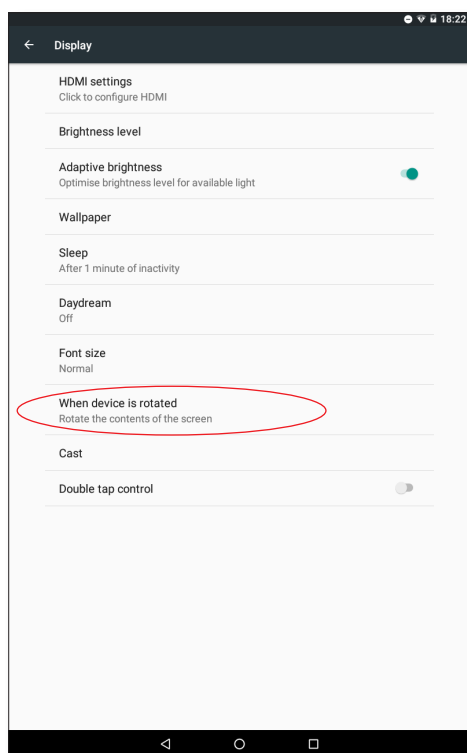


## Desktop Features

### Adjusting Screen Rotation

In some apps, the screen will rotate automatically from portrait (vertical) to landscape (horizontal) mode and vice versa, depending on how you are holding your device. To stop screen rotation go to the **Apps menu > Settings > Display > When device is rotated** and select **Stay in current orientation**.

Automatic screen rotation can also be enabled or disabled using the Auto-Rotate toggle in the quick settings menu.



### Buttons and Icons

To facilitate navigating through your device's screens the nav bar is displayed by default. While using an app, you can return to the previous screen by pressing the **Back** button ◀. You can go to the **Home screen** at any time by pressing the **Home** button ○. You can also press and hold it to access the Google Now application.

You can access the recent applications list by pressing the **Menu** button □. If you press and hold it while on the **Home screen** a pop-up window will appear with the options **Wallpapers**, **Widgets** or **Settings**.

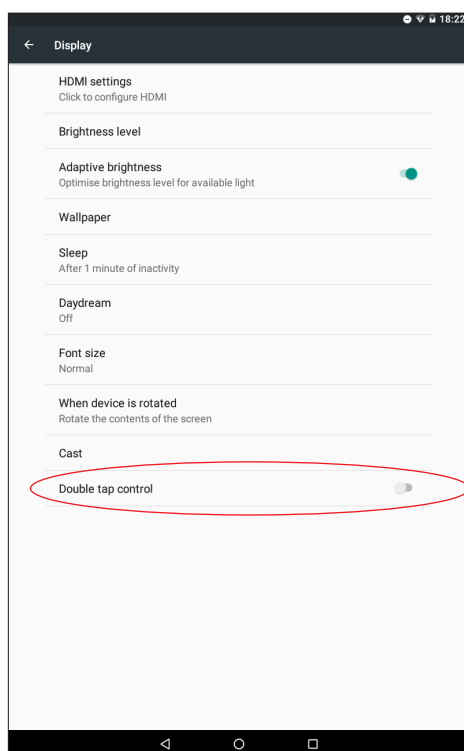
## Screen Lock

By default, your tablet screen will lock itself automatically after a prolonged period of inactivity. To configure the screen timeout, tap the **Apps menu** , button go to **Settings > Display > Screen timeout** and select the desired interval. To switch the screen off manually, press the power button briefly.

To unlock the screen, briefly press the power button. The screen will turn on displaying the configured unlock option. To change the unlock option, press the **Apps menu** button, go to **Settings > Security > Screen lock** and choose from the following options: **None**, **Swipe**, **Pattern**, **PIN** and **Password**. For more information on each of these options, go to **Settings > Security**.

Your Aquaris M8 includes a feature that enables you to lock the tablet by double-tapping the top part of the screen where the notification bar is located. Double-tapping any part of the screen will make it turn on and request the unlock pattern. Double-tap again to turn it off.

This feature is disabled by default. You can enable it via **Settings > Display > Double tap control**.



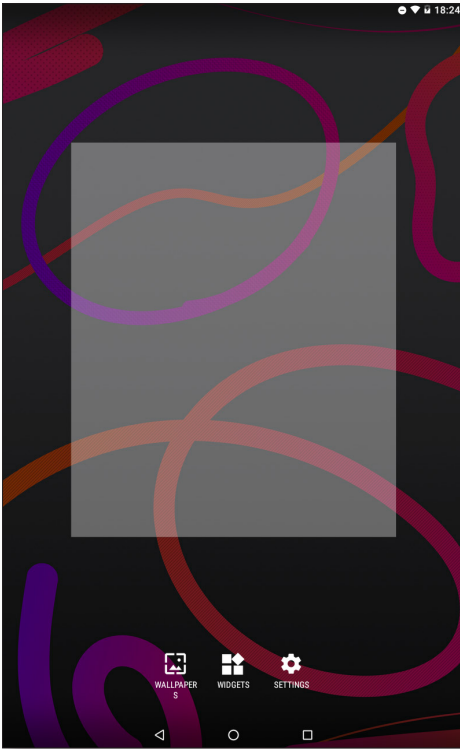
## Home Screen

The **Home screen**, or **Desktop**, is the main access route to the tools and apps installed on your Aquaris M8. From here, you can check the status of your device, visit websites, open apps, and much more.



- 1 Status and Notification bar.** Check the time, Wi-Fi signal status, audio profile, Bluetooth status and remaining battery power. The notifications and quick settings have now been integrated into one screen. Swipe downward to view it. On the first swipe the notifications appear; on the second swipe the quick settings appear.
- 2 Google Search.** Tap the search bar to enter the text you want to search for on the internet. Voice searches can also be performed.
- 3 Widget.** Add widgets such as Power control (in the illustration), time, news and weather, etc.
- 4 Shortcuts.** These give you quick access to the apps you use most frequently.
- 5 Apps menu.** Here you can access all the apps installed on your device.

## Customising the Home screen



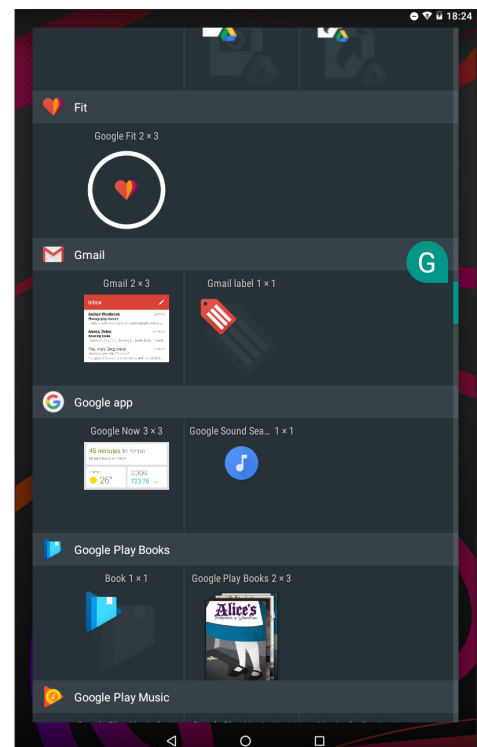
You can customise the Home Screen by adding images, shortcuts, applications or widgets.

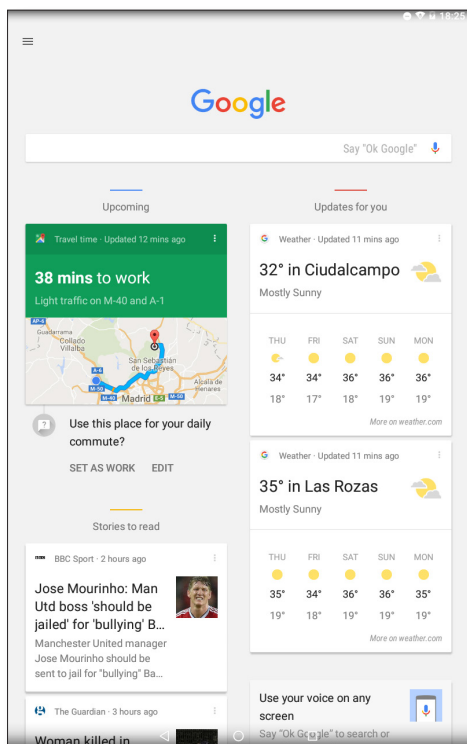
To change the wallpaper or add a widget, press and hold on one of the screens until a pop-up window appears containing these options:

- **Wallpapers:** select the image you want to use as a background for the **Home Screen** then tap Set wallpaper to confirm. If the image selected is too large you will need to crop it.

- **Widgets:** select the widgets you want on the **Home Screen**. They are distributed vertically and in alphabetical order to make them easier to find. Widgets belonging to the same application are placed horizontally for more clarity. Long-pressing the sidebar displays the first letter of the applications to facilitate searching.
- **Settings:** a shortcut to the **Device settings** menu.

To create a shortcut to an app or contact go to the Apps menu, press on the app's icon and drag it to the desired position on the desktop.





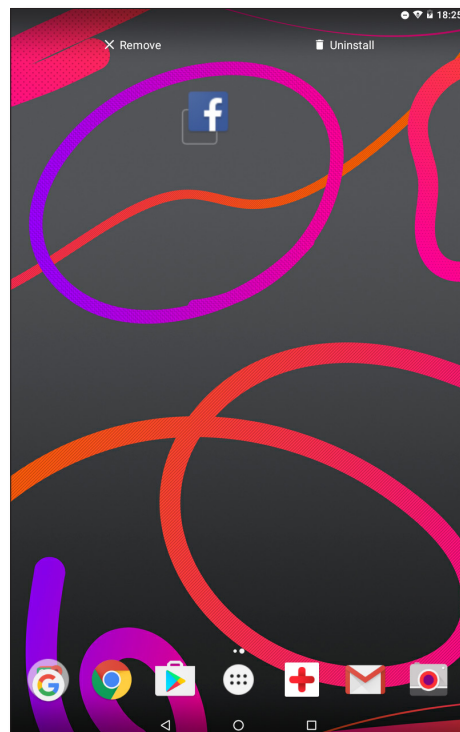
Swiping the desktop screen to the right accesses **Google Now** where you can see relevant cards and perform searches. You will have to configure this beforehand via **Settings > Google > Search and Now > Now Cards** and activating **Show all cards**.

### *Moving and Deleting Icons on the Home Screen*

To move an element on the **Home screen**, press and hold to detach it from the background, drag it to the desired position and release. You can also move icons from one extended screen to another by dragging them to the screen's edge.

To delete an icon drag it to the cross at the top of the screen. When the icon turns red, release it to delete.

To uninstall an app, drag its shortcut to the  icon marked with the word **Uninstall** at the top of the screen. When the icon turns red, release it to uninstall.



Keep in mind that only previously downloaded applications can be uninstalled.

## Creating Folders

To create a folder, drag one icon on top of another that you want to store in the same folder. A folder will automatically be created and the icons placed inside. You can add more icons to the folder by simply dragging them into it. To name a folder (or rename an existing one), tap it, then tap the “Unnamed folder” option. You can remove icons from the folder by opening it and dragging them out.

## Status Bar

The Status bar contains important information about the device. It is always visible at the top of the screen:



Battery almost empty.



Battery charging.



Battery fully charged.



Wi-Fi enabled and connected to a network.



Sound off and vibrate on.



Sound and vibrate off.



Aeroplane mode.



USB connected.

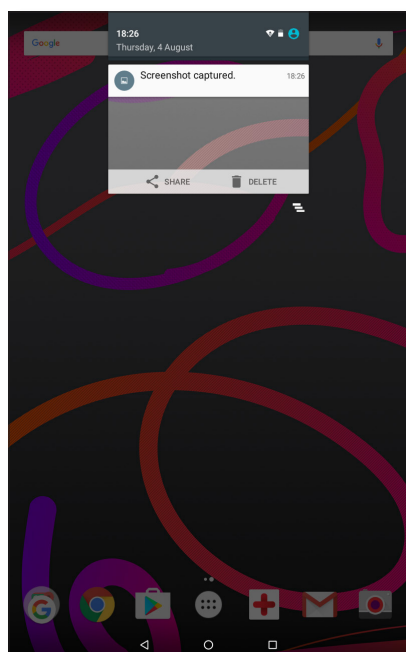


Bluetooth enabled.

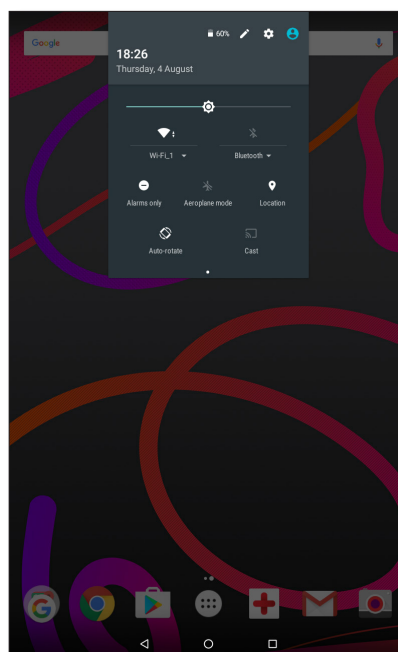
## Notification Bar

To view your notifications, pull the bar down with one finger. Delete all the notifications by pressing the  icon, or delete them individually by swiping them to the side. Via the  icon you can access other quick settings as well as the **multi-user** option. You can also access this screen by pulling the bar down with two fingers.

The notifications and quick settings have now been integrated into one screen. To receive notifications, adjust the settings of each downloaded app and/or for each account by going to: **Settings > Accounts > Add an account**. Slide the bar upward to go back to the **Home screen**.



One-finger swipe



Two-finger swipe

When you slide the bar down with two fingers, a list of options appears providing quick and easy access to many settings. Choose which options to display or hide using the  icon situated in the top right corner. Some options, which are hidden by default, will be explained in more detail later.



Screenshots can be deleted on the spot without having to access the **Photos** application.

The following options can be enabled/disabled via the pull-down menu:



**Wi-Fi:** enables/disables the Wi-Fi connection.



**Bluetooth:** enables/disables Bluetooth.



**Do not disturb:** enables/disables Do Not Disturb mode.



**Aeroplane mode:** enables/disables signal reception and transmission.



**Location:** enables/disables GPS on your device.



**Auto-rotate:** enables/disables automatic screen rotation.



**Cast screen:** detects remote screens to which images and sound can be sent.



**Tethering:** provides access to the tethering and portable hotspot settings.



**Brightness:** Select from automatic or manual brightness adjustment and set the desired level.



**Led:** enables or disables the notification LED.



**Invert colours:** inverts the colour values.



**Screenshot:** takes a picture of the screen via the pull-down menu.



**Screen record:** records real-time video of what is being shown on the screen.



**Sound record:** provides access to the app for making audio recordings.



**Lock:** enables the device to be locked.



**Shutdown:** turns off the device via the pull-down menu.



**Sync:** enables/disables automatic syncing of the device.



**Timeout:** enables you to set the time delay before the screen automatically switches off.



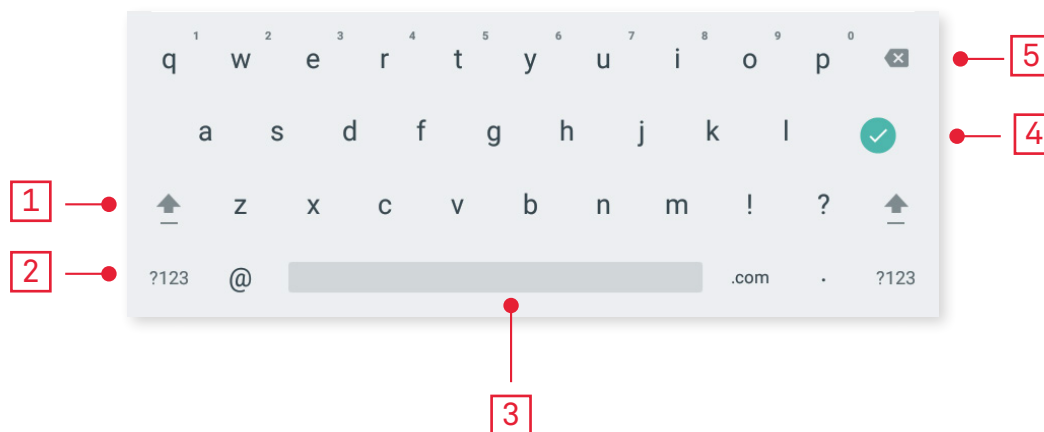
You can access advanced settings for certain functions such as Wi-Fi and Bluetooth by touching and holding the corresponding icon on the list.



When automatic brightness is deactivated, you can adjust the brightness level of the screen by sliding your finger to the left or right.

## Keyboard

A virtual keyboard appears when tapping on any text field.



- 1 Enable/disable caps lock.
- 2 Change from letters to numbers and symbols, or vice versa.
- 3 Space.
- 4 Enter/return.
- 5 Delete.



The keyboard options may vary depending on which application is being used.



More information about keyboard settings and text input languages is available via **Settings > Personal > Language & input**.

## Lock Screen

Google **Voice search** can be accessed from the lock screen by swiping from the lower left corner.

Swiping from the lower right corner provides access to the **Camera** app.



If a PIN or Pattern lock is enabled you will have to enter it before being able to perform a search.

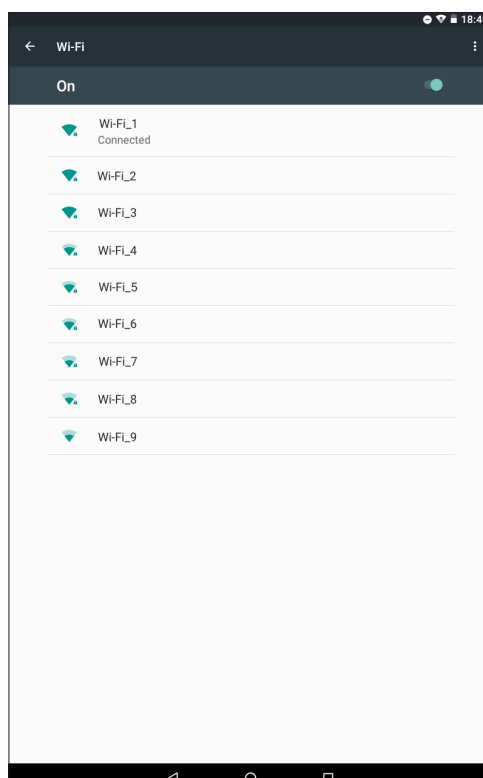
## Settings

### Wi-Fi and Network Settings



Go to **Settings** > **Wireless and networks** > **Wi-Fi**.

If Wi-Fi is disabled, move the selector to the right. Your BQ device will automatically search for and display a list of available Wi-Fi networks. This list refreshes automatically.



Press the name of the network you want to connect to, enter the password if necessary and press **Connect**. If it connects successfully, **Connected** will appear below the name of the network.

There is a time limit for entering the Wi-Fi password, after which the Wi-Fi will be disabled. We recommend activating the **Show password** option before entering the password so that it can be written quickly and correctly.

When Wi-Fi is enabled, the device will automatically connect to the chosen network. Your BQ tablet will notify you if it finds a network that has not been previously configured.

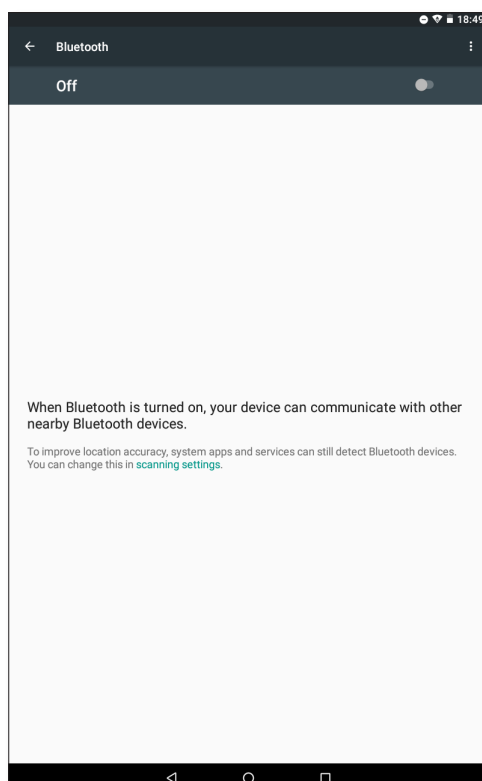
The Wi-Fi network options **Network notification**, **Keep Wi-Fi on during sleep**, **Wi-Fi frequency band**, **Install certificates**, **Wi-Fi Direct**, **WPS push button** and **WPS PIN** can be accessed by going to **Settings > Wireless and networks > Wi-Fi**. Then press the  icon and select **Advanced settings**.

**WPS-PIN.** You can continue entering your access password manually, however, the router may allow you to connect to your Wi-Fi network more conveniently and just as securely. Do this by synchronising your tablet wirelessly with the router via Menu  > **WPS PIN** and pressing the WPS PIN physical button on the router.

## BLUETOOTH

Enable Bluetooth by going to **Settings > Bluetooth** and moving the selector to the right.

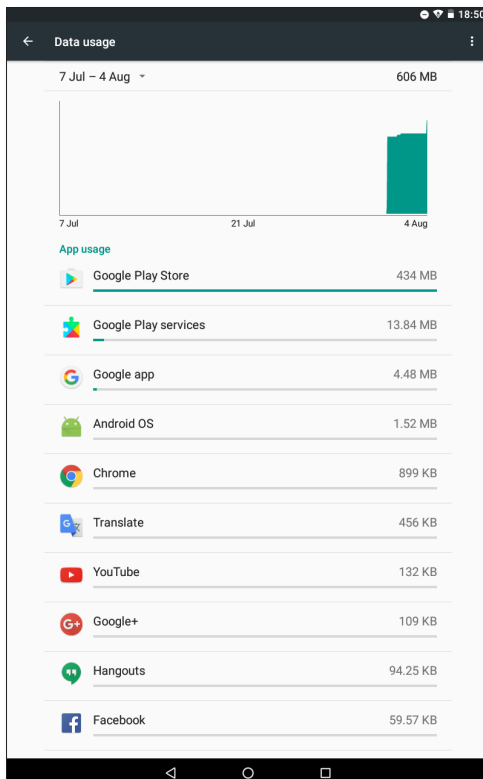
To rename your tablet, show received files or access the advanced settings, press the  icon.



To connect your tablet to other devices, go to **Settings > Wireless and networks > Bluetooth** and select the name that corresponds to your device. As of this moment the device will be visible as long as the user remains in the Bluetooth settings area.

To connect to another device, provided both are visible, simply press the name of the device you want to connect to. A pop-up window will appear on your screen with a **Bluetooth pairing request**. Press Pair on your BQ and confirm on the other device to sync them.

## DATA USAGE



This section shows Wi-Fi data transfer statistics for each application.

Press on  to access **Network restrictions**.

### MORE

Here you can enable the following:

**Aeroplane mode:** selecting this option will disable all wireless connections.

**Tethering and portable hotspot:** this menu lets you convert your BQ into a Wi-Fi, USB or Bluetooth access point, allowing the connection to be shared with one or more devices.

To share your connection via USB connect your BQ to a computer using the micro-USB cable and enable the **USB Tethering** option.

To share your connection via Bluetooth enable the **Bluetooth Tethering** option. To share your tablet's network with a computer, Bluetooth must be enabled on both devices.

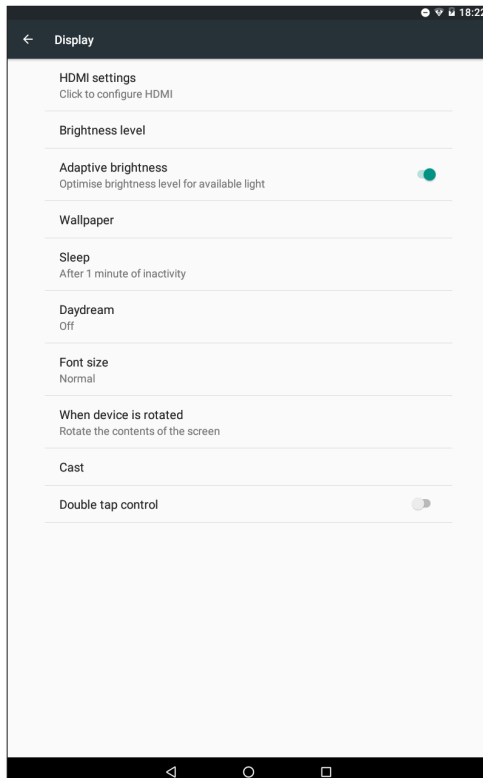
**VPN:** this option lets you configure a virtual private network.



## Device settings



### DISPLAY



**HDMI:** enables or disables the HDMI connection.

**Brightness level:** adjusts the brightness of the screen.

**Adaptive brightness:** optimises the brightness level depending on ambient light.

**Wallpaper:** select an image or video to use as wallpaper. You can choose from live wallpaper, system wallpaper, an image from your gallery or a video.

**Sleep:** Set the time delay before the screen automatically switches off.

**Screensaver:** enables or disables this feature.

**Font size:** four different font sizes are available.

**When device is rotated:** enables or disables automatic screen rotation when the tablet is turned.

**Cast screen:** You can use your tablet to send an audio/video signal to a remote screen (a smartphone, another tablet, television, etc.) via Wi-Fi, effectively mirroring the first screen on both devices. To do this, press the  icon and mark the Enable wireless display option. The tablet will then search for nearby remote screens. Remember that for this to work the remote screen must be compatible with the Miracast or DLNA protocols. Follow these steps to configure your Aquaris and duplicate your device's screen:

1. Switch on your compatible TV and enable cast screen mode (the process will vary depending on the manufacturer).
2. On your tablet, go to **Settings > Display > Cast screen**.
3. From the list, select the screen to which you want to send audio/video.
4. After a few seconds you will see your tablet's screen mirrored on the other device in real time.

**Double tap control:** enabling this option allows the tablet's display to be turned on or off with a double-tap.

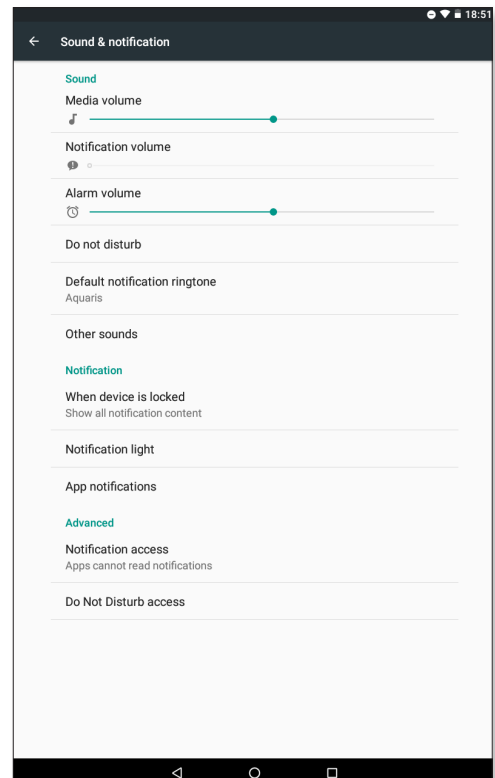


## SOUNDS AND NOTIFICATIONS

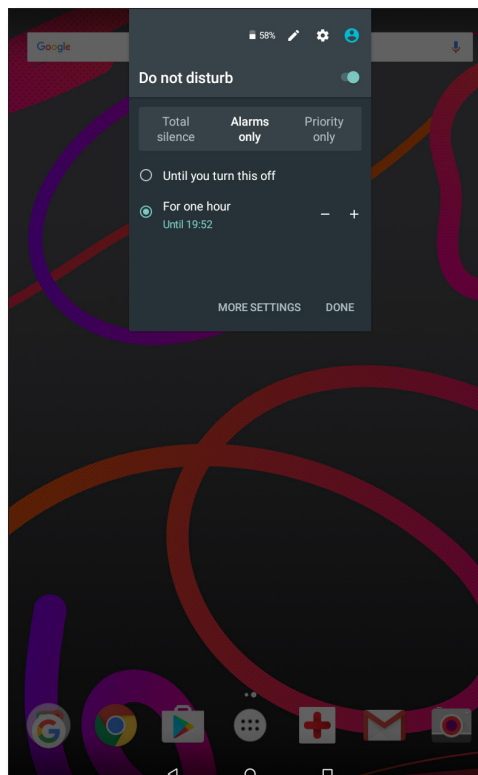
### Sound

The volume levels for **alarms**, **notifications** and **multimedia content** are all adjustable. Move the sliders left or right to set the volumes. From here you can also enable or disable sound and vibration alerts for some aspects of the system, such as: **Screen lock sounds** and **Touch sounds**.

The **Do not disturb** mode is also found here. It allows certain notifications to be set as priority, as well as the creation of automatic rules. Thanks to these time and event rules you can choose under which circumstances the various do not disturb modes should be activated.



This feature can be activated via the shortcut in the quick settings tray. Three interruption options appear when tapped: **Total silence**, **Alarms only** and **Priority only**.



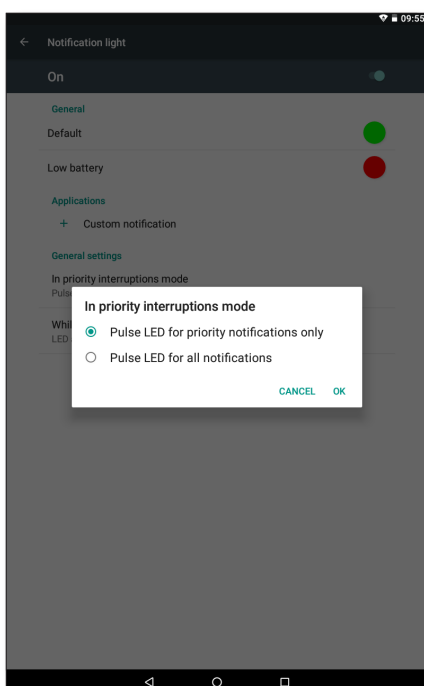
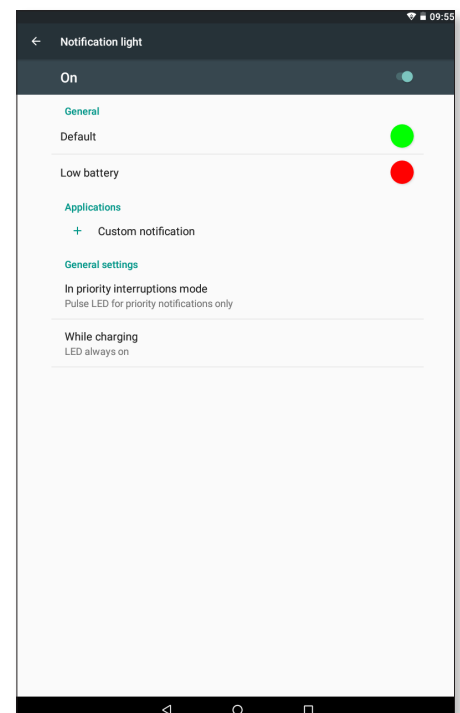
These settings can also be swiftly accessed through the volume button located on the right edge of your device. Pressing the bottom half of the volume button lowers the volume until it reaches vibration mode. Pressing it one more time activates the **Do not disturb** mode (Alarms only). Barring alarms, this will totally silence the device.

Tapping the  icon in the upper right corner provides access to the remainder of the volume controls.

## Notification

This menu lets you configure how your tablet indicates notifications. Firstly, you can decide which notifications are shown in the **When device is locked** option. Choose between **Show all notifications** and **Do not show notifications**.

Set the colour and the blink speed via the **notification LED** option. Choose the default and low battery colours by pressing on the coloured circle. Applications that support this feature can also be customised here.



If the **Do not disturb** mode is set to **Total silence** or **Alarms only** the notification LED will not work. In Priority only mode, the LED can be set to turn on for priority notifications only or for all notifications via **Settings > Sound and notification > Notification LED**.

## Advanced settings

Check which applications have requested access to notifications and to the Do not disturb mode.



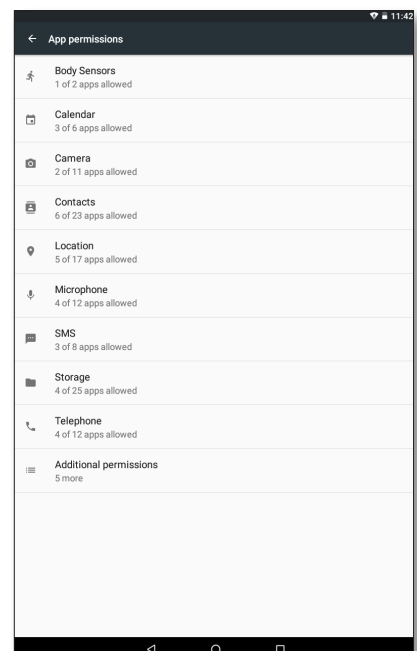
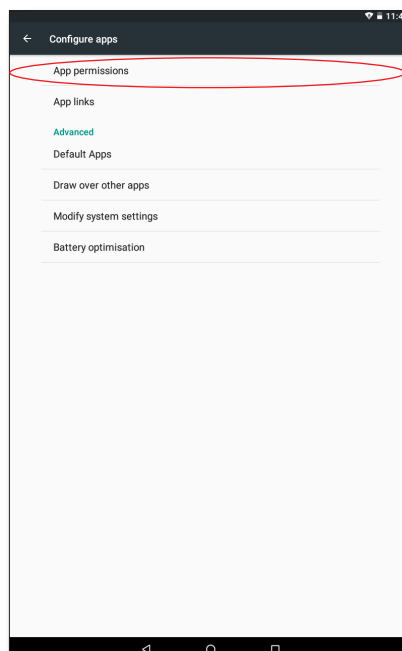
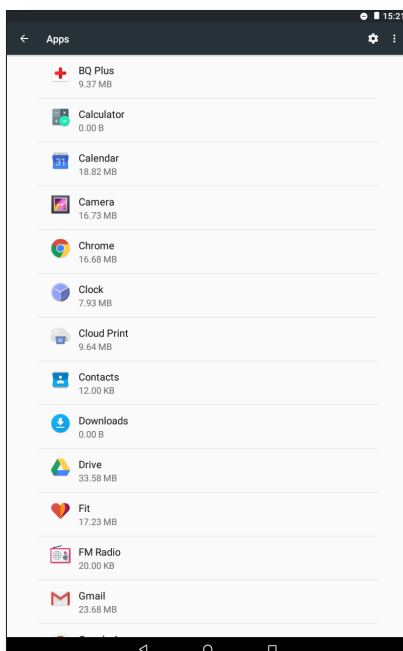
## APPLICATIONS

Access information and settings for all applications. These are presented in a list, however, by default, only the installed applications are displayed. To view the rest of the applications tap on the  icon and select **Show system applications**.

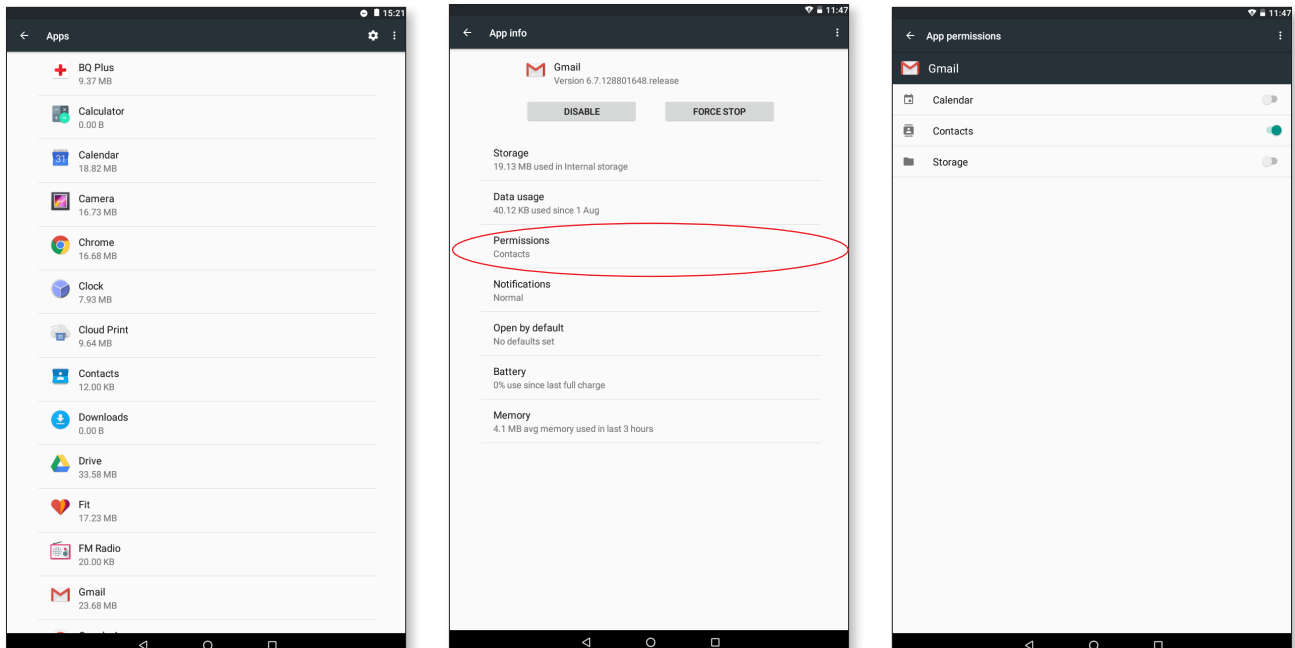
The information on each application is divided into sections, namely **Storage** (where the cache and app data can be cleared), the amount of **Data usage** by the app, its **Permissions**, settings for **Notifications**, **Open by default** (where you can check and configure whether it is the default app for certain operations), its **Battery** usage during the current charge cycle and its **Memory** usage.

For greater control over your privacy the device comes with a **Permissions manager** that allows modification of each app's permissions. This can be done in either of two ways:

- **By permission:** view which installed apps are using a certain permission. You can then select those apps for which you wish to revoke this permission. Do this via **Settings > Applications** then tap on the  icon and select **App permissions**.

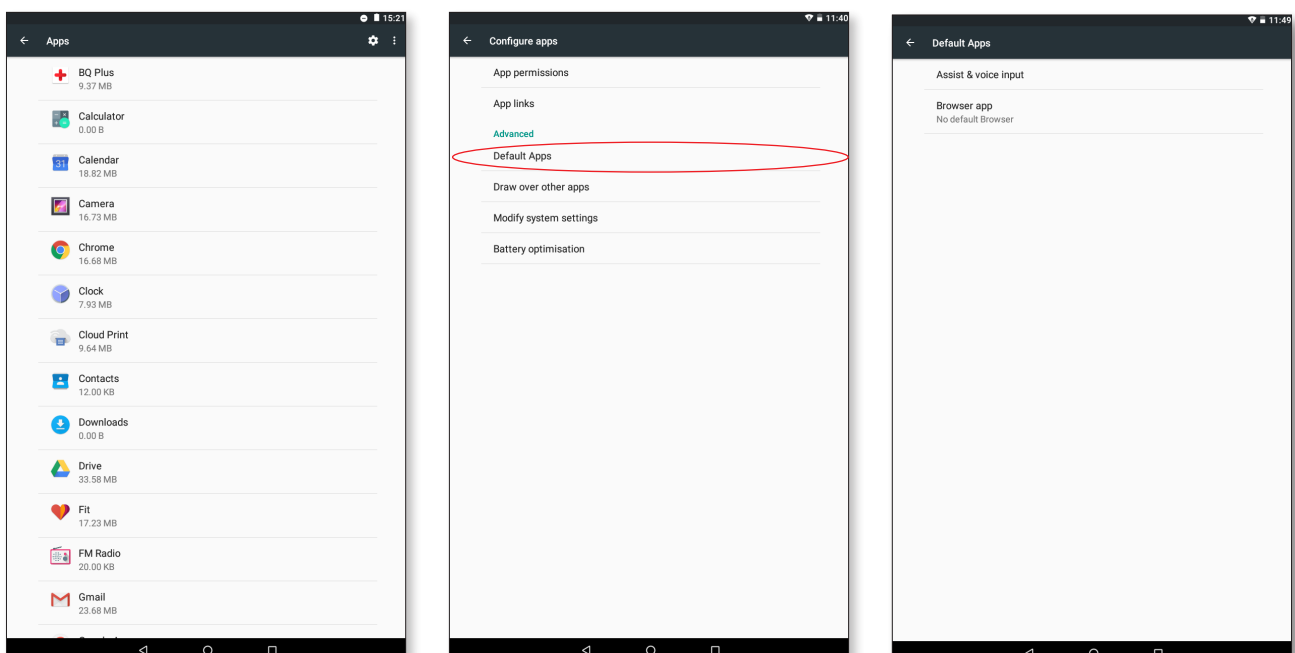


- **By application:** view the permissions granted to an application. You can revoke them if desired. Do this via **Settings > Applications**. Select the desired app and tap on **Permissions**.

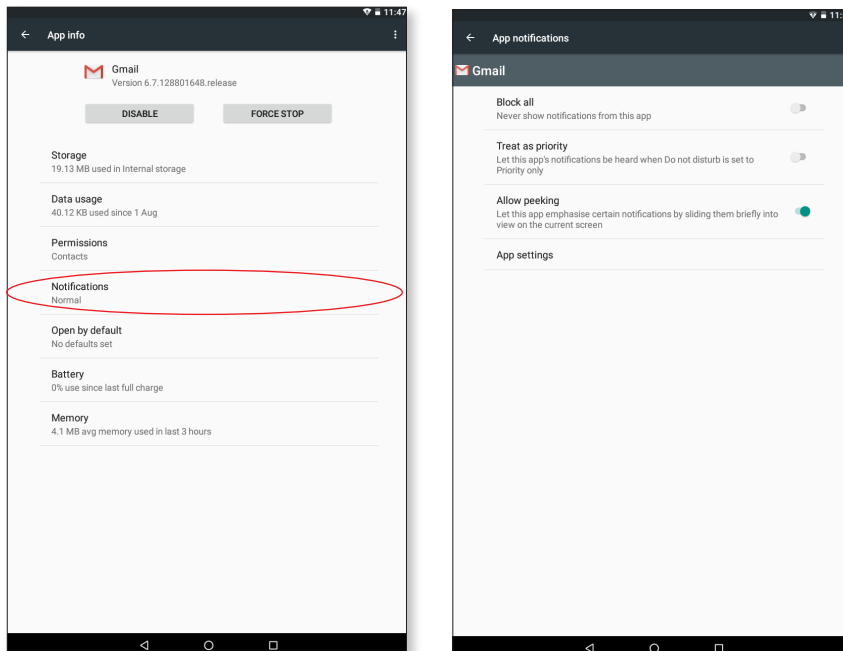


By default, preinstalled apps do not have all their permissions enabled. If when opening one of these apps for the first time it requires a permission, it will request that you allow or refuse it.

You can also select from among your installed apps which of these you want to be the default for assist and voice input, and the browser. Do this via **Settings > Applications** then tap on the  icon and select **Default apps**.

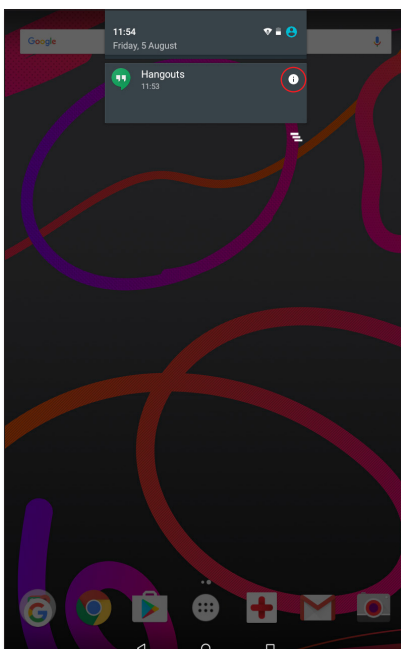


You can also configure how you want notifications from a certain app to be shown by going to **Settings > Applications**. Select the app you want to configure and tap on **Notifications**.



These are the three options:

- **Block all:** notifications from this app will never be shown.
- **Treat as priority:** notifications from this app will be heard when the **Priority** only option of the **Do not disturb** mode is enabled.
- **Allow peeking:** allows this app to show some notifications on the current screen. This option is enabled by default. Disabling it forces notifications from the app to display only in the notification bar.

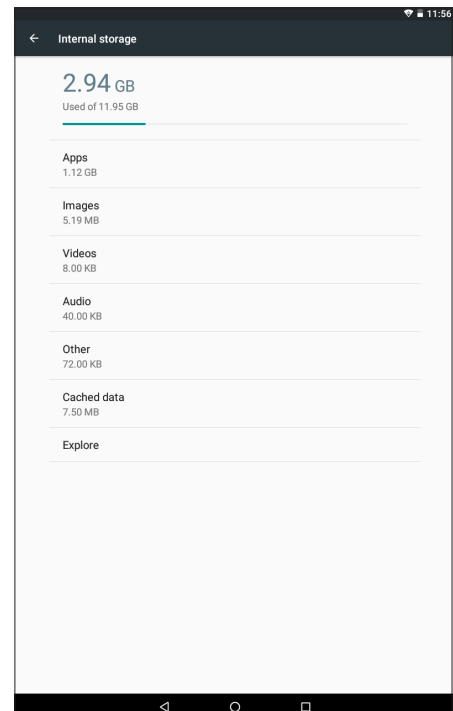


You can also access these settings by long-pressing the received notification and tapping on the icon (i) that appears.



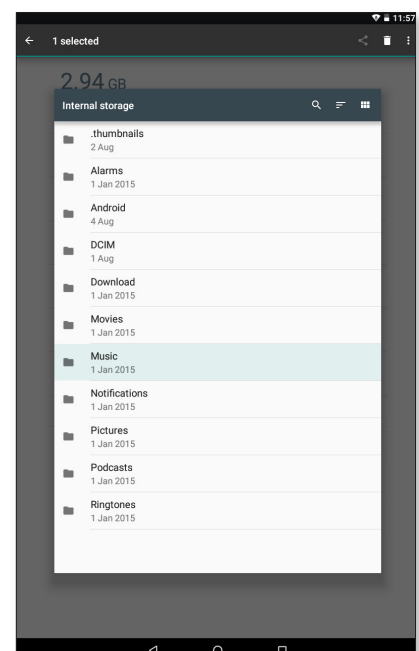
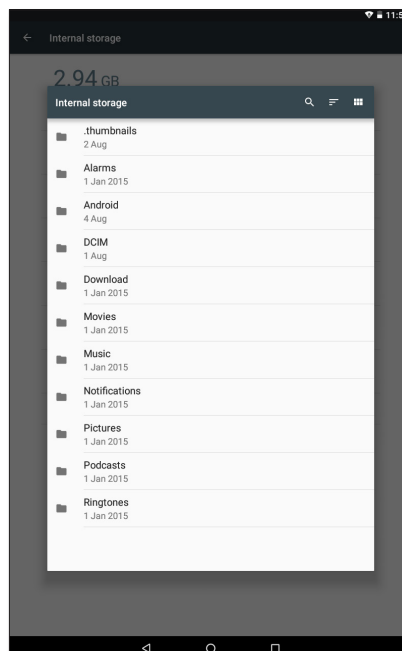
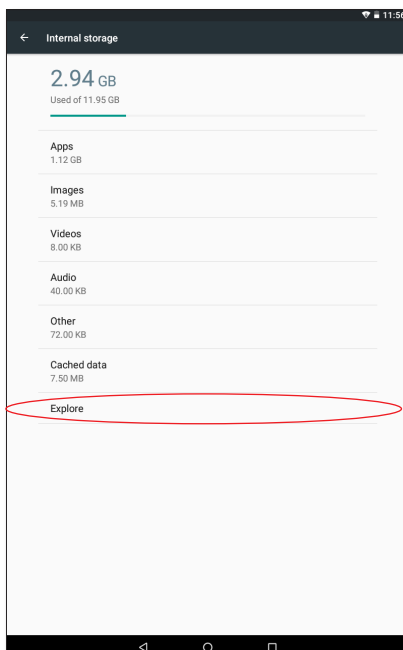
## STORAGE AND USB

Check the total and used space. Under each file type is the amount of memory it occupies. You can also **unmount the SD card** to securely remove it. Do this via **Settings > Storage and USB > SD Card or USB drive > ⋮ > Settings > Eject**.



This setting includes a native **file manager** for performing basic tasks making a third party file manager unnecessary. Access it via **Settings > Storage and USB > Explore**. This file manager allows content to be opened, deleted and copied to other folders.

- To delete a file (select more if required) long-press it and tap the  icon.
- To copy a file tap  and select **Copy to...** then select the location to where it is to be copied.

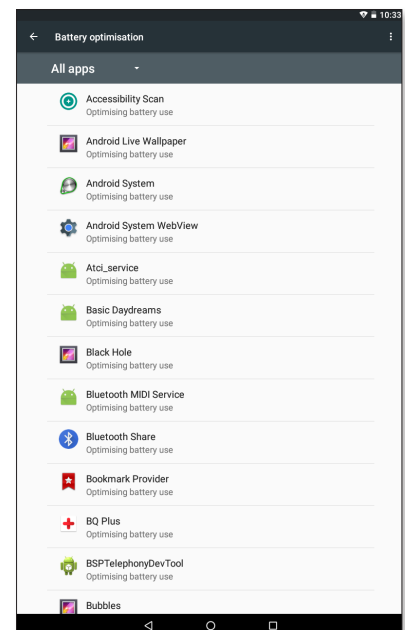
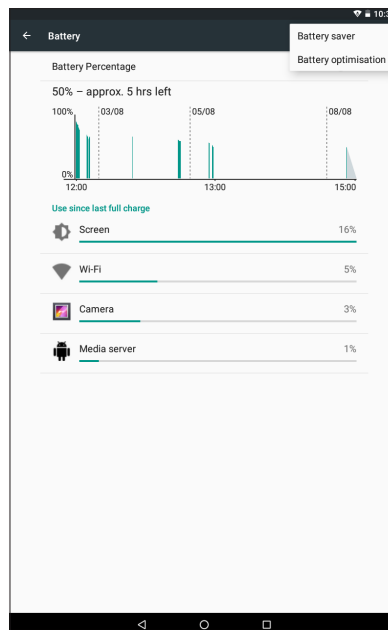
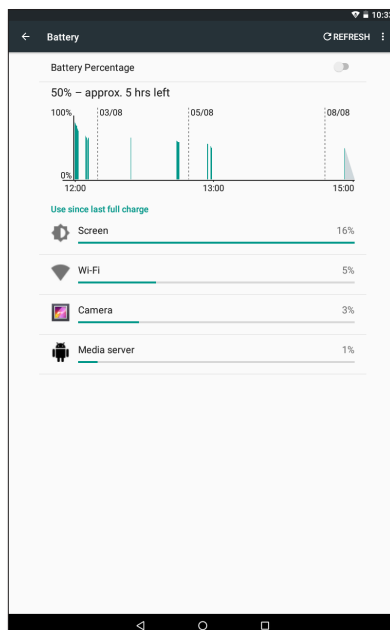




## BATTERY

Choose whether the battery charge should be displayed in the status bar as a percentage or not, as well as consult remaining battery life and activity.

A feature has been included that optimises the device's sync frequency after a certain amount of time in standby (Deep sleep). This saves battery by reducing the drain caused by accessing the network and automatic app syncing. This feature is enabled by default. To disable it go to **Settings > Battery > ⋮ > Battery optimisation** and select the apps that are not to be optimised.

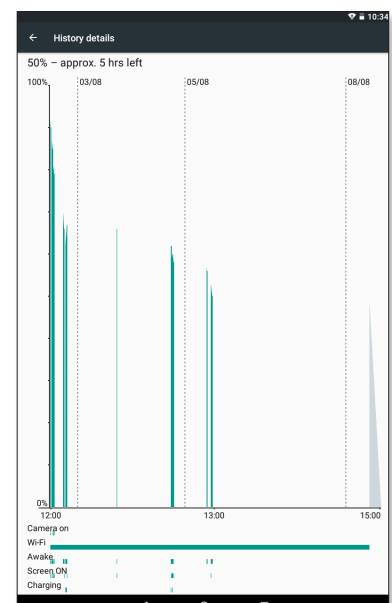


Tapping on an application shows its estimated battery usage in mAh.



Please note that the mAh indicators, and battery drain percentages, for each app are estimates and may not be correct.

Additionally, tapping on the battery graph shows a new bar that indicates how much time the device's battery was drained while using the camera.

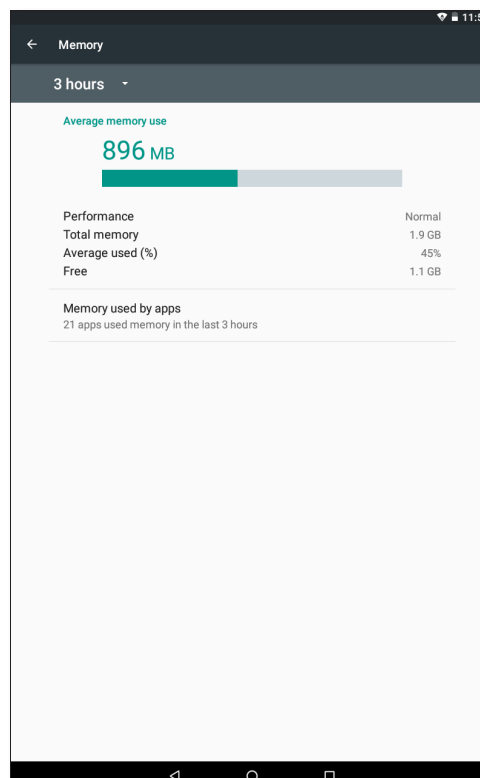




## MEMORY

This section offers an overview of how your device is using the RAM. Memory usage statistics for the past three hours, six hours, twelve hours and one day are available in **Settings > Memory**.

Shown in this option is the average memory use, indicated by a bar, the level of performance, the total memory, the average usage as a percentage and the amount of memory still free on your device. Tapping on **Memory used by apps** will show the average memory use for each app or Android service.



## USERS

If you want to share this device with others you can create additional users.

You can also access this option by pulling down the notification bar and double tapping .

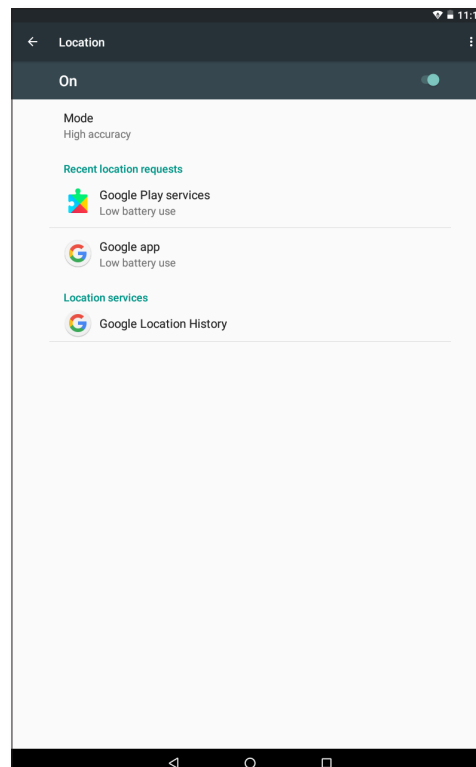
Each user has their own space and can personalise it with their own apps, wallpaper, etc. Any user can approve permission requests from updated apps on behalf of the other users.

## Personal Settings



### LOCATION

Enabling this will allow **access to your location** by any app that requests it (preinstalled navigation maps). Connection to **GPS satellites** can be enabled via the **Power saving** widget or by sliding down the notification bar with two fingers and tapping on **Location**.



There are two ways of calculating your location: **GPS satellites** and **Wi-Fi & mobile network location**.

In the **Mode** section you can choose from:

- High accuracy: determines your location using GPS, Wi-Fi and mobile data networks.
- Battery saving: determines your location using only Wi-Fi and the mobile network.
- Device only: determines your location using GPS only.

The **Recent location requests** section presents a list of apps that have requested access to your device's location and the amount of battery they used.

The **Location services** section provides access to Google location history.

**Wi-Fi scanning** and **Bluetooth scanning** can be enabled by tapping on the  icon in the upper right corner and then on **Scanning**. Both these options help to improve location accuracy.

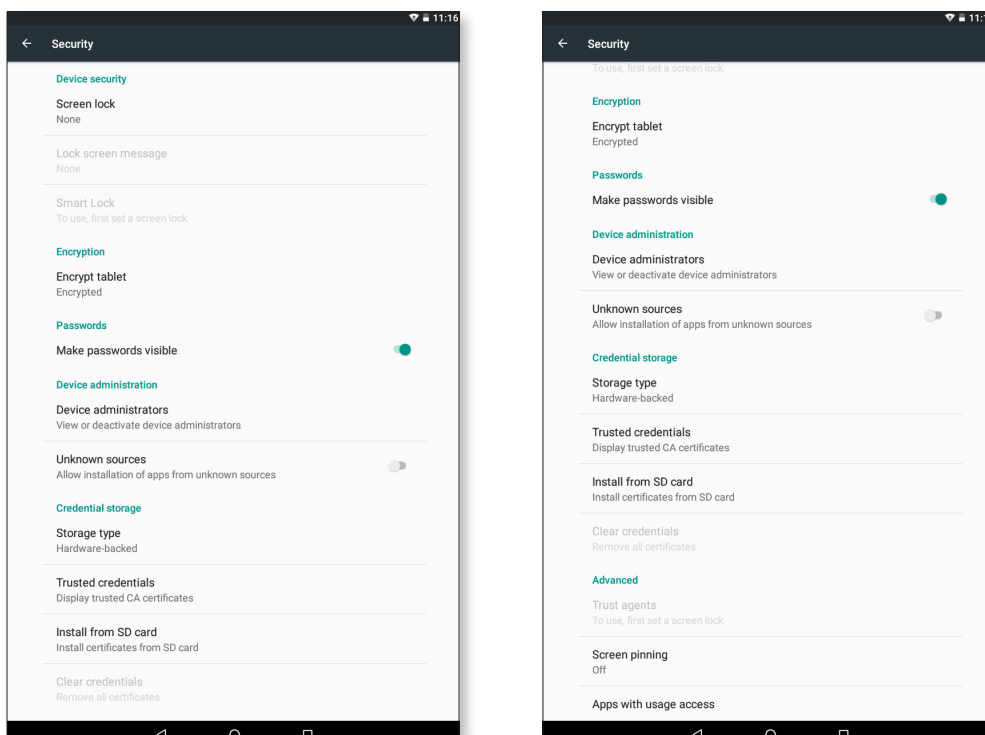


## SECURITY

This section lets you configure **Screen security** features such as the type of screen lock (none, swipe, pattern, PIN or password) and the owner information to be displayed on the lock screen. There is also an option to **Encrypt the tablet** with a password or PIN.

In the **Device administration** section you can view, activate or deactivate administrators as well as allow the installation of **apps from unknown sources** that do not come from the preinstalled store. The **Credential storage** section allows credentials to be managed. Trusted credentials can be viewed, cleared or installed from a MicroSD card.

**Screen pinning** can be enabled in the **Advanced** section. This keeps the current screen in view until it is unpinned.

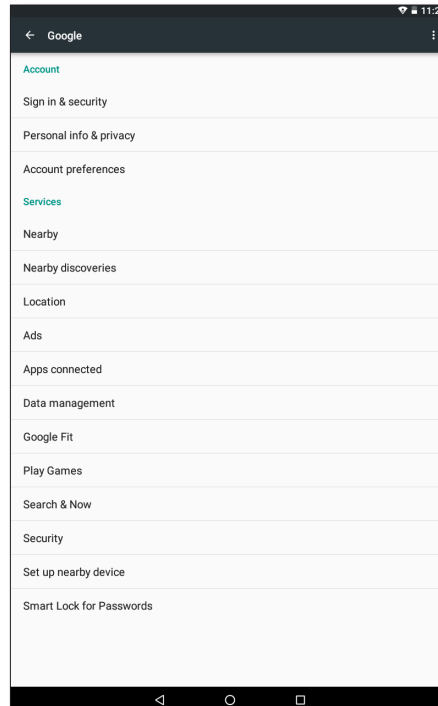


## ACCOUNTS

Here you can choose which email accounts (POP, IMAP or Exchange) you want to sync with your BQ. To add a new account tap on **Add account**. Select an Exchange (email for business) or Google account. Set up the account by following the instructions that appear on the screen. Then press on the email address to sync your email, contacts, calendar and other options (provided that syncing is permitted by the service provider). Enable/disable automatic syncing by tapping the  icon.

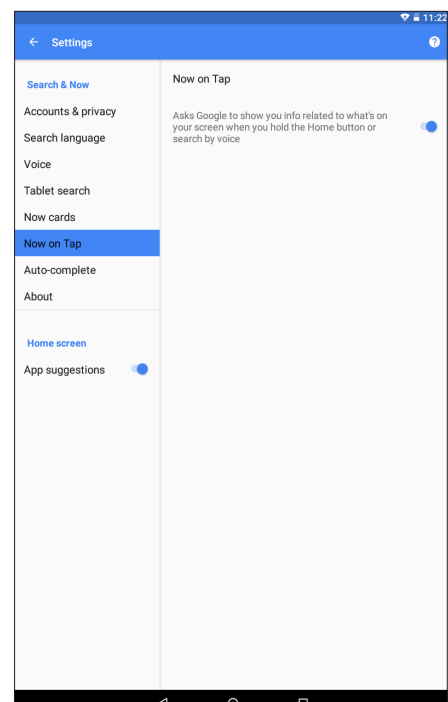
## G GOOGLE

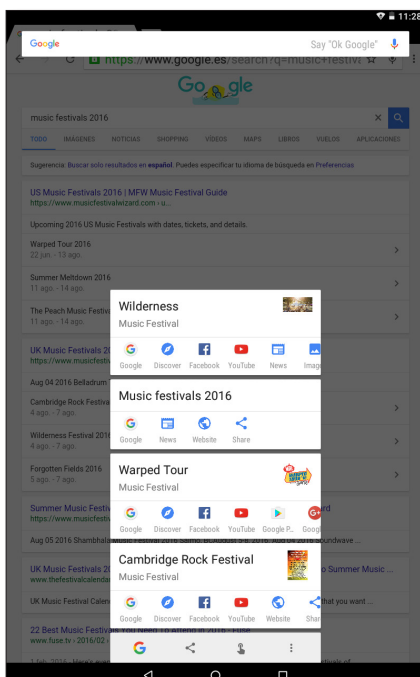
The old **Google Settings** app has been integrated into the device's **Settings**. You can find it in **Settings > Google**.



Here you can configure aspects relative to your account and services. Among its features is the new **Nearby** (it uses the device's sensors to connect via Wi-Fi or Bluetooth with other devices in a radius of 30 metres) and the **Set up nearby device** (serves to transfer a device's configuration to another, downloading the Google account data via Wi-Fi and sending it by Bluetooth to the new device).

You can also enable and disable **Google Now on tap**. This new feature allows you to perform a search via **Google Now** based on the content of the current screen. As an example, it may identify data concerning restaurants, music, news or people. It can also create calendar events. Enable this via **Settings > Google > Search and Now > Now on tap**.





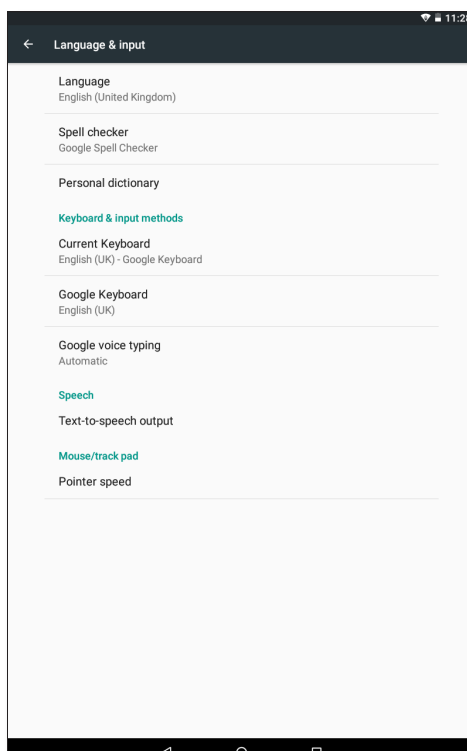
To use it, go to the content about which you want information, then long-press the Home button (the middle one).



## LANGUAGE AND INPUT

The system language, spell checker and personal dictionary can be configured through this menu. You can also configure the keyboard, text input methods, voice typing and pointer speed.

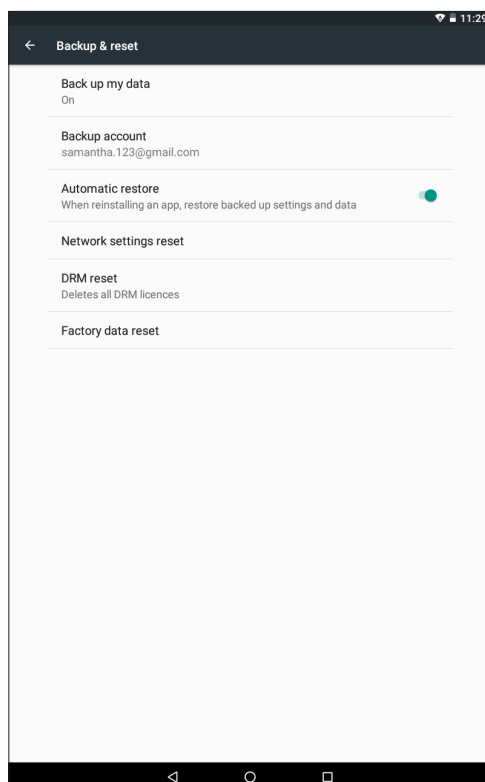
The advanced settings for each entry method allow various options to be selected, such as vibrate and sound on keypress.





## BACKUP AND RESET

Back up app data, Wi-Fi passwords and other settings to the Google servers. To back up your data, a Google account must be configured on your device. Enter all your Google account data into the initial setup wizard. In this way, when you restore a backup saved on the Google server, you will restore all your apps and their corresponding data.



All network settings can be restored quickly and easily. Your device's Wi-Fi and Bluetooth connections are also restored.

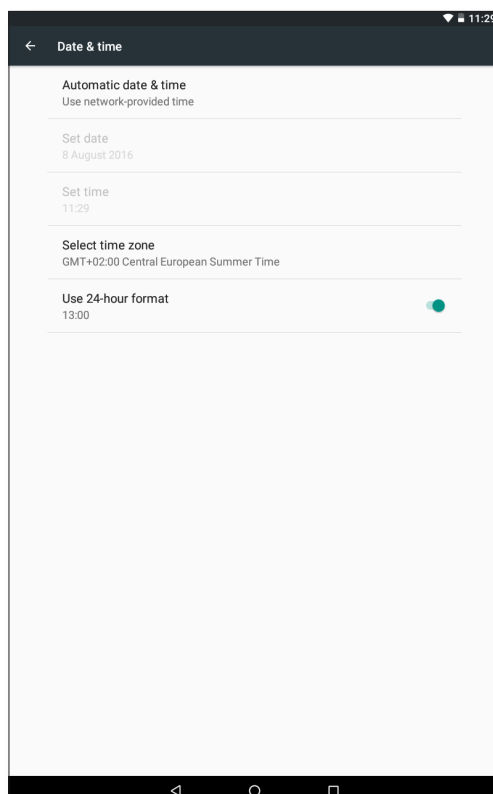
You can also carry out a factory data reset and delete all pending DRM (digital content protection) licences if you have already deleted the corresponding files.



Carrying out a factory data reset will erase all the data on your tablet's internal SD as well as all previously installed programs and apps. Making backup copies of all settings and multimedia files is therefore recommended before restoring the factory settings.

## System Settings

### DATE AND TIME



**Automatic date & time:** adjusts the time automatically based on location information or the mobile network. Disabling this option will activate manual date and time configuration.

**Select time zone:** manually set the time zone that the network provides automatically.

**Use 24-hour format:** enables/disables the 24 hour time format.

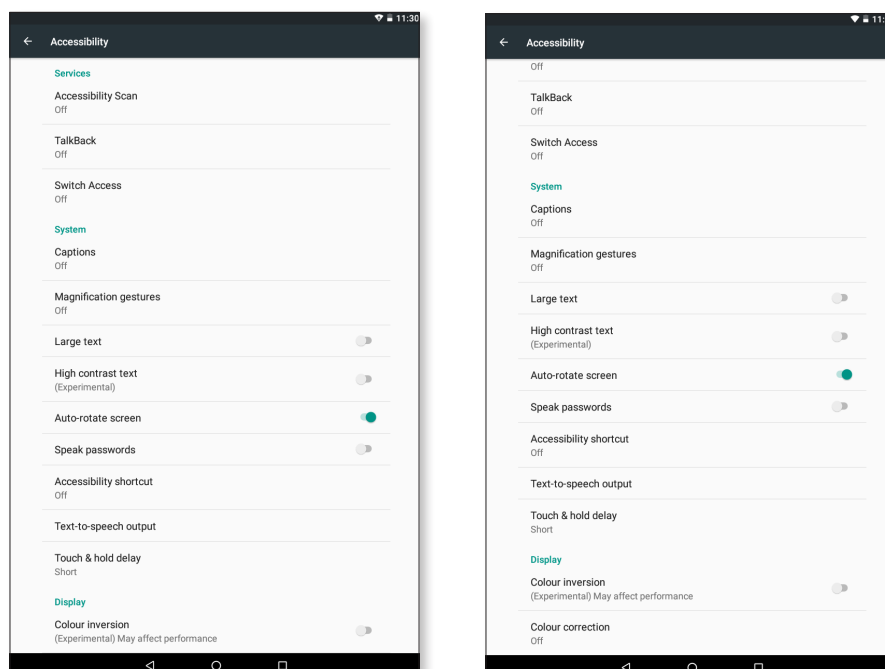
### SCHEDULED POWER ON AND OFF

Enables you to schedule when your device will automatically power on or off.



## ACCESSIBILITY

This section offers certain system services that facilitate access to the device, such as large text, talkback, use physical buttons as virtual ones, speak passwords, quick boot, etc.



### Services

#### Accessibility Scan

Accessibility Scan enables users with severely limited movement (such as cerebral palsy, motor neuron disease or tetraplegia) to use devices with ease. Simply place the device on a support (a bed, table or wheelchair, etc.), connect it to a peripheral in close proximity to a more mobile part of the body and start the application. This will enable the user to browse the internet simply by pressing on the peripheral.

It works on the basis of the interaction of two Cartesian axes. A tap is produced where these axes intersect on the screen. All the usual device configurations and interactions can be performed by way of a pop-up Navigation Menu.

To see basic instructions on Accessibility Scan, go to **Accessibility Scan > Settings > Tutorial**. The tutorial shows the basic operation of the scanning system in three easy steps:

1. The first step shows how to tap on an item on the device's desktop using axis scanning.
2. The second step demonstrates how to use the main menu or sub-menus, which provide access to all the device's interactive features.
3. Lastly, there is an explanation on how to temporarily disable the scanning system and switch over to wizard mode, which provides standard device usage.

## Talkback

The TalkBack app offers spoken feedback and special visual settings for visually impaired people.



When you open the app for the first time, a tutorial will guide you through the basic settings:

**Speech volume:** adjusts the speech volume in relation to the multimedia volume.

**Use pitch changes:** enables or disables the use of a lower tone when a key is pressed.

**Keyboard echo:** this option speaks typed keys aloud. Speech is enabled/disabled when the screen is switched off.

**Speak when screen is off:** this option enables or disables voice notifications when the screen is off.

**Use proximity sensor:** enables or disables the proximity sensor to turn off speech.

**Shake to start continuous reading:** enables continuous reading by shaking your device.

**Speak caller ID:** enables or disables the identity of the caller to be spoken.

**Vibration feedback:** enables or disables vibration feedback for actions.

**Sound feedback:** enables or disables sound feedback for actions.

**Focus speech audio:** enables or disables the function that reduces multimedia volume during a conversation.

**Sound volume:** adjusts the sound volume in relation to the multimedia volume.

**Explore by touch:** enables or disables the touch exploration feature which allows you to navigate using gestures, accept using a double-tap and select using a single-tap.

**Automatically scroll lists:** enables or disables automatic list scrolling.

**Single-tap selection:** enables or disables single-tap selection of a previously focused item.

**Launch 'Explore by touch' tutorial:** launches a tutorial on touch exploration.

**Manage gestures:** modifies and configures a range of gestures in order to access various accessibility options.

**Manage custom labels:** edit the contents of your custom labels.

**Resume from suspend:** choose how TalkBack should resume after having suspended it. You can specify whether the program resumes when the screen is activated, when the lock screen is displayed or only via the notification bar.

**Developer options:** options for developers and advanced users.

## System

**Captions:** allows the configuration of captions. Standard options are:

**Language:** specify the language in which you want them displayed.

**Font size:** increases or decrease the font size.

**Caption style:** select the default caption style or customise them.

**Magnification gestures:** zoom in or out of the screen. The following gestures are available:

Triple-tap the area you want to zoom in on. Triple-tap to zoom out.

Slide two or more fingers to pan around the screen.

Pinch two or more fingers together or spread them apart to adjust the zoom level.

Temporarily magnify what's under your finger by triple-tapping and holding. Drag your finger to explore different parts of the screen.

Zoom does not affect the keypad or the navigation bar.

**Large text:** enables/disables enlarged app and system font sizes to facilitate viewing.

**High contrast text:** An experimental feature that changes the text displayed on the device to black or white (depending on the colour of the original text) for easier reading.

**Auto-rotate screen:** enables/disables automatic screen rotation when the device is placed in a horizontal position. This feature has no effect on the Home screen or the native Apps menu.

**Speak passwords:** enables/disables the option to speak passwords when the TalkBack service is enabled.

**Accessibility shortcut:** Using YES/NO commands, you can enable or disable a shortcut to accessibility features. Do this by pressing and holding the power button until you hear a sound or feel a vibration. Then touch and hold two fingers on the screen until confirmation is received.

**Text-to-speech output:** provides direct access to options for text-to-speech output. To adjust these options, go to **Settings > Language and input > Text-to-speech output**.

**Touch and hold delay:** configure the delay between touching and holding an item and accessing its corresponding options. You can choose Short (default), Medium or Long.

**Enable QuickBoot mode:** offers a quicker system boot up, achieved by putting the device into hibernation when it is switched off.

## Screen

**Colour inversion:** This is currently an experimental feature. It exchanges colour values, that is, black text on a white screen will change to white text on a black screen.

**Colour correction:** enables the device to compensate for colour blindness.



## PRINTING

Android 6 comes with wireless printing functionality as standard. The tablet can synchronise with a web-connected printer (check compatibility with the printer manufacturer) allowing your documents to be printed from any location.



## ABOUT TABLET

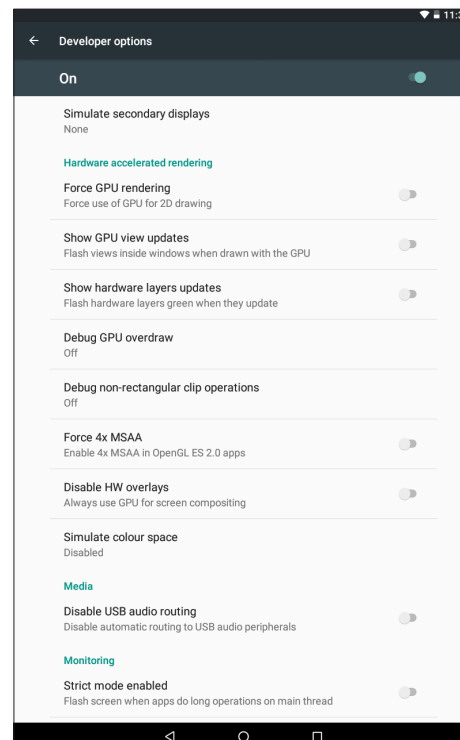
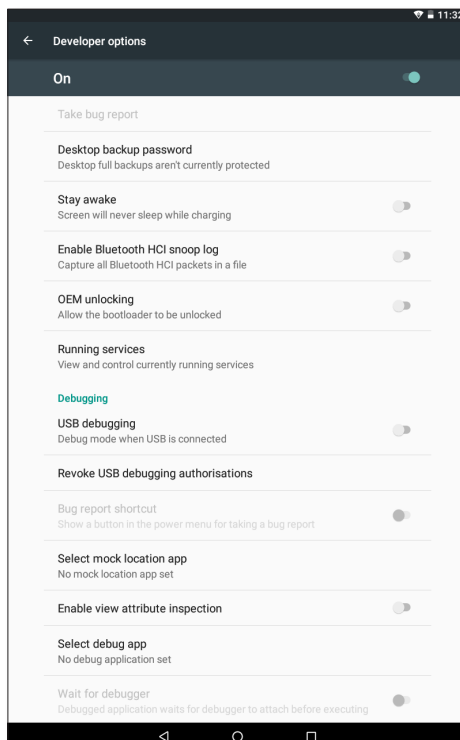
This section displays the status of the device (battery status, serial number, etc.), legal information, Android version, model number, kernel version and the build number. The option to manually check for updates is also found here (for more information on firmware updates see the [OTA Updates](#) section).

## { } DEVELOPER OPTIONS

This section is for advanced users only. It contains useful features for app developers. Do not modify anything here unless you are an advanced user.

The menu includes various options, such as:

- Take bug report
- Stay awake
- Process stats
- USB debugging
- Allow mock locations
- Force GPU rendering
- Show CPU usage
- Background process limit



The **Developer options** menu is hidden in Android by default. To enable it go to **Settings > About tablet** and tap the last option (Build number) repeatedly until a message informs you that the developer options have been correctly enabled. These options can then be accessed via the main **Settings** menu.

## Multimedia

### Camera

Your tablet has front and rear cameras. To activate them go to **Apps menu > Camera** or tap the camera shortcut on the home screen. To select one of the cameras, tap the  icon in the top left of the screen. Each tap toggles between the front and rear cameras. Both cameras can be used to take pictures and record videos.



Lightly swipe up or down to cycle through the modes, or just tap directly on the desired one. The available modes are **Panorama, Camera, Video** or **Time Lapse**.

Press  or  to shoot, depending on which option you have selected.

To **zoom** when taking photos or video, use a pinch gesture on the preview before taking the shot. Alternatively, use the volume buttons (requires previous configuration in the settings).

## Camera Mode

In Camera mode, a bar for adjusting the exposure will appear at the top of the screen by default.

To access the settings slide your finger to the left from the box containing the shutter button.



Following is a brief explanation of the menu icons:

**ISO AUTO** Select the level of light sensitivity according to the current conditions. Allows you to select between manual or automatic mode, with values from 100 to 1600.

**AW** Choose from five types of light settings. The default setting is Auto.

**Black and White** Take photos in black and white.

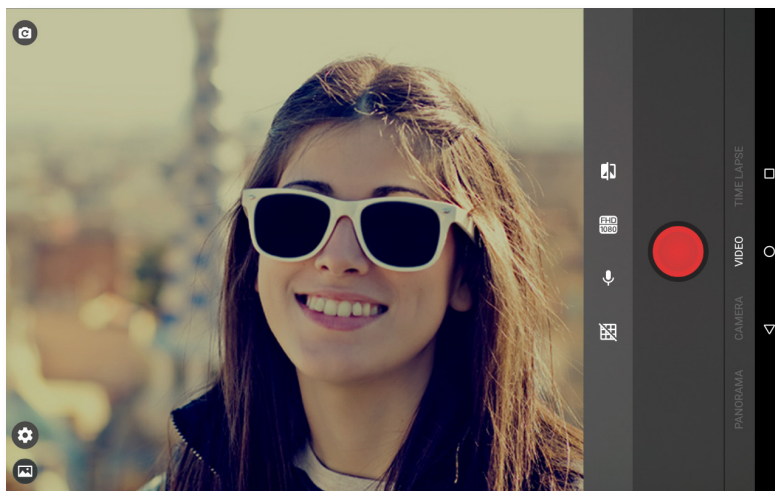
**HDR** High Dynamic Range is a photography mode that increases an image's dynamic range without loss of detail by taking three shots with different exposures and superimposing them into one image. HDR mode is not compatible with continuous shooting or the flash.

**Grid** Displays a grid to make it easier to frame the photo.

**Timer** Enable/disable the countdown timer. An interval of 2 or 10 seconds can be set.

## Video Mode

To access the settings slide your finger to the left from the box containing the record button.

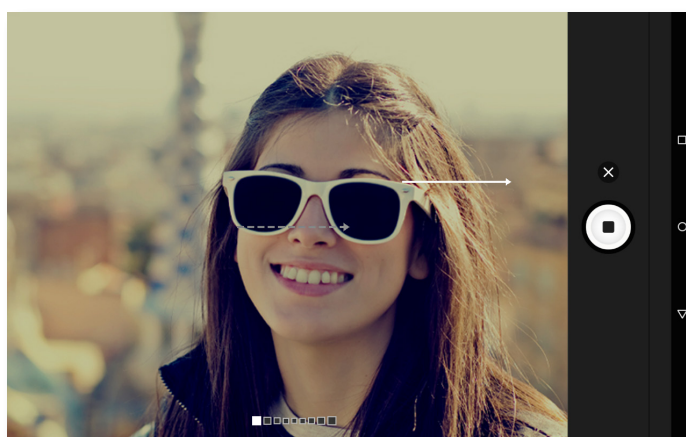


Following is a brief explanation of the menu icons:

-  Record videos in black and white.
-  Set the recording quality. Choose from HD 1080 (high), HD 720 (medium) or SD 480 (low).
-  Enables/disables audio recording.
-  Displays a grid to make it easier to frame the video.

## Panoramic Mode

When shooting in this mode arrows will guide your panning. The tablet can be positioned vertically or horizontally.



Try to keep the device as straight as possible to obtain an optimal result. Grey dashed arrows that blink during shooting serve as guides. Another white arrow that remains steady indicates progress.

You can interrupt the panorama by pressing the Stop button halfway through the process.

## Time Lapse Mode

This mode allows a scene to be captured as it changes over time. It can then be played back at normal speed but with a fast-motion effect. Time-lapse recordings can be made with intervals ranging from 0.5 seconds to 5 minutes. Each second of time lapse video requires 30 frames. The faster that events move in the scene you are recording, the shorter the time interval you should use.

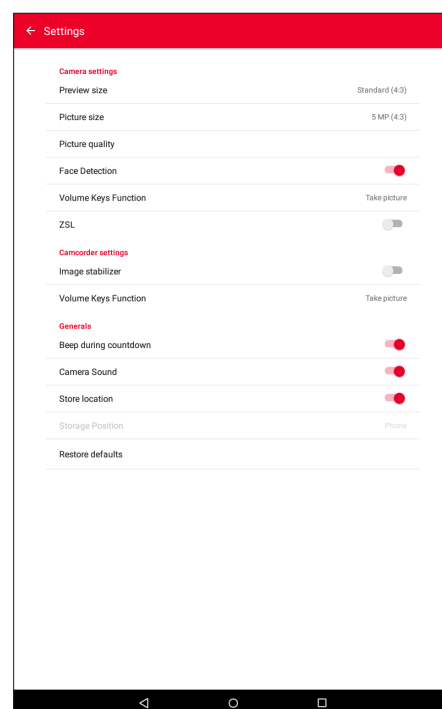


Following is a brief explanation of the menu icons:

-  Select the time interval for recording your video.
-  Take photos in black and white.
-  Displays a grid to make it easier to frame the video.

## SETTINGS

The camera, video and general settings can be accessed from any option.



Swipe left from the box containing the shutter button and a **Settings**  icon will appear in the bottom left corner. This icon provides access to a photo, video and general settings menu:

### *Camera settings*

**Preview size:** adjusts the size of images in preview mode. Select from Full screen or Standard (4:3).

**Picture size:** Set the image quality by choosing values ranging from 1 MP to 5 MP.

**Picture quality:** select High, Medium or Low image quality.

**Face detection:** enables/disables automatic face detection.

**Volume keys function:** assigns a function to the volume keys. Choose from Zoom, Take picture or Volume. Take picture is the default value.

**ZSL:** Reduces the shutter lag time. This may affect battery drain.

### *Video camera settings*

**Image stabiliser:** reduces vibration during video recording.

**Volume keys function:** assigns a function to the volume keys. Choose from Zoom, Take picture, Start video or Volume. Take picture is the default value.

### *General settings*

**Beep during countdown:** enables or disables sound during countdown. If the two-second timer is selected it will sound twice. If the ten-second timer is selected it will only sound during the last 3 seconds.

**Shutter sound:** enables/disables the shutter sound when taking a photo.

**Location tags:** enable this option to add location data to your multimedia files using the GPS feature.

**Storage:** if the device has a MicroSD card you can choose whether to save your images on the tablet or the card.

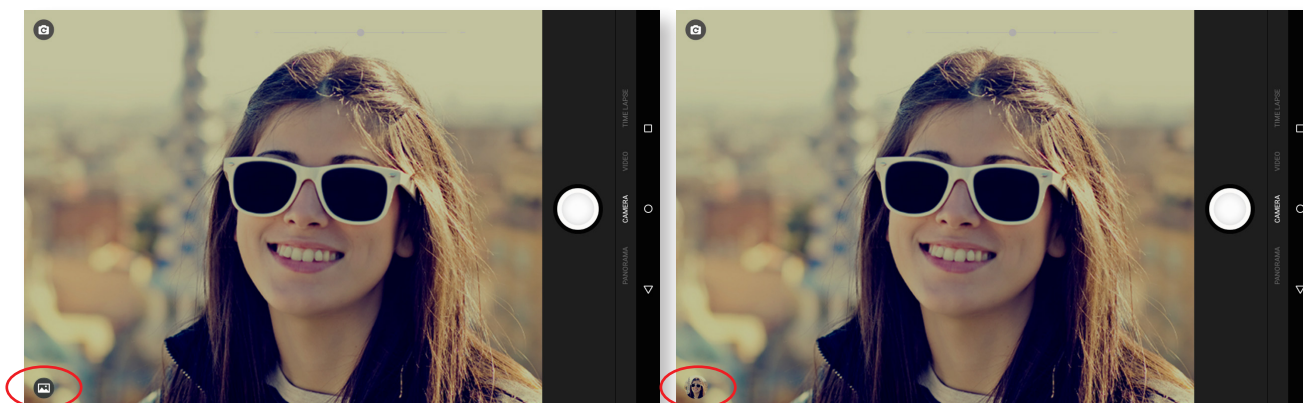
**Restore defaults:** restores the camera's factory settings.

## Photos

To view the images and videos stored on your device use the **Photos** app located in the Apps menu.

The main screen of the **Photos** app lets you browse the images and videos stored on your device. Tap on an image or video to view it.

You can also access the image gallery after taking a photo or recording a video. Do this by tapping the  icon which shows a thumbnail of the last picture taken. It is located in the bottom left corner.



When viewing an image in the Photos app the following options are available:

- Tap the menu button or the  icon to display the following options: **Slideshow, Add an album, Set as, Print, Delete copy from the device.**
- Tap the  icon to see the apps and social networks through which you can share a multimedia file.
- Tap the  icon to open the image editor where you can apply filters, add frames, adjust brightness, etc.
- The  icon displays details about the photograph or video.
- Tap the  icon to delete a photograph or video.

To zoom in on an image, simply double-tap the screen to magnify it and double-tap again to return to its original size. The pinch gesture can also be used. Zoom in by spreading your fingers apart and zoom out by moving them together.



By default, Android does not allow new folders to be created or images to be moved from one folder to another. However, free third-party apps are available that perform these functions.

## Play Music

Your tablet comes with a preinstalled audio player that, as well as reproducing your audio files, also allows you to buy and download music given it is integrated with the app store.

There are two ways to add music to your device:

- Connect the tablet to your computer and transfer the music to the device's internal memory. To do this, simply connect the tablet to the computer using the USB cable provided. Copy the folders from your computer and paste them into the Music folder in the device's internal memory, or to the MicroSD card if one is in use.
- Through the app. There is a link to the Store in the main menu. Via this link you can search and browse through a large quantity of albums and songs, purchase them if desired and add them to your music collection.

After adding the music it can be accessed by tapping the **My music** option in the main menu. Here you can organise your music by genre, artist, album or song list.



The artist, album and other information used by the app to display playlists can be modified using a computer. Right-click on the file you wish to edit then select **Properties > Details** in the pull-down and pop-up menus respectively.

You can also conduct a keyword search within your music library in order to locate all the albums, songs, etc. that match the description you have entered.

Tap on the song you have decided to listen to and a bar will start to scroll across the screen displaying the track currently being played. To open the panel of player options, press the bar located at the bottom of the screen. This panel offers options such as continuous playback (the icon on the left that restarts the entire playlist once it has finished), repeat the last song, pause, skip and random. On this screen, you can also use the  and  icons to rate the song.

More options can be found by tapping  in the upper right corner. Two options that stand out among these are Add this track to an existing playlist or Create a new one.

The Playlists option is found in the app's main menu. This displays your previously generated playlists. The **Thumbs up** section is found in the same place. This is where the tracks you have marked with a  icon are grouped together.

## Play Movies

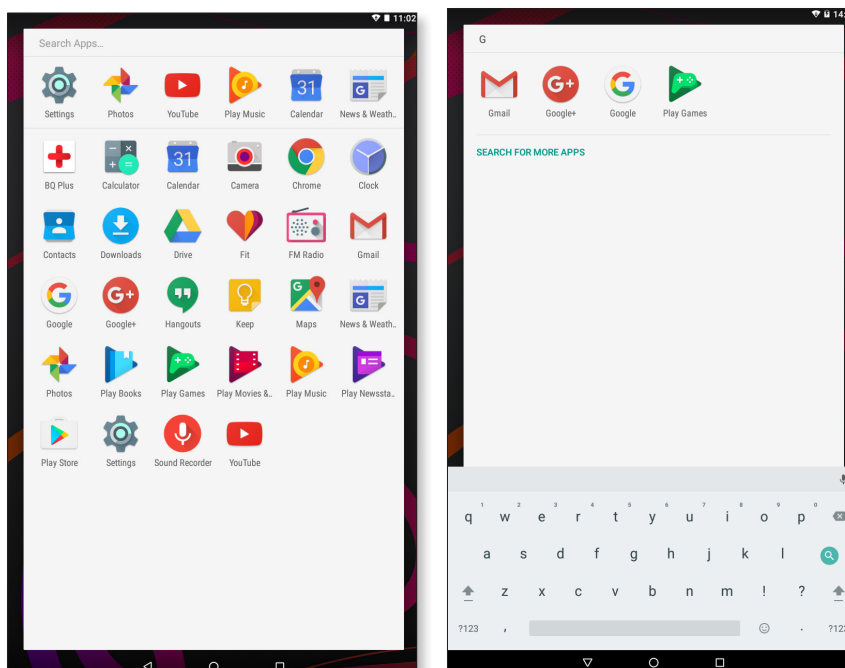
Your tablet comes with the **Play Movies** app by default. It is integrated into the app store, which allows you to buy films and play them on your device.

Opening the app lets you browse the collection. You will also be presented with a list of recommended films from Play. Tap **My movies** in the main menu to display the films you have purchased. Tap **Add to wishlist** if you want to save films for later viewing.

## Applications

Tap the  icon on the **Home screen** to access the list of apps. The preinstalled apps, as well as those you have downloaded, are found here in alphabetical order. The first six on the list are those that you have recently used. To disable this feature go to **Settings > Google > Search and Now > App suggestions**.

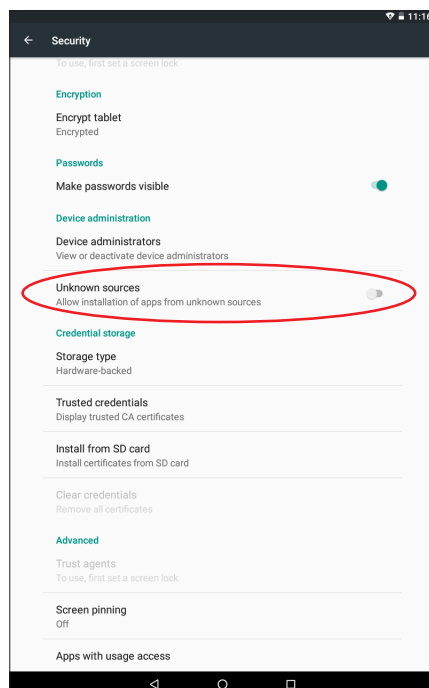
The apps are arranged vertically and a search bar has been included to help find them faster. When using this method to look for an app, you are also presented with the option to access the [Play Store](#).



## Applications from Unknown Sources

To download apps from an alternative store or from a website, you must first configure the system to accept the installation of apps from unknown sources.

In the **Settings > Security** menu, enable **Unknown sources** and accept the warning. Only install this type of app when it comes from a trustworthy source.



To install apps from a website save the \*.apk file to your device. This type of file is usually compressed with a program such as WinRAR, so if the downloaded file has a \*.rar extension it will need to be decompressed using a PC or an Android file management program.

Upon opening the \*.apk file, the system will ask you to confirm installation of the app. After accepting, the app will be installed.

## Play Store

Your tablet comes with a preinstalled app store that offers you access to all types of programs, games, music, films, books and more. Downloads are arranged into logical categories to help you find exactly what you are looking for.



**Important:** Be aware that not all downloads are free and additional costs may be incurred. When downloads are not free the price appears beside the app description. You will be asked to confirm before downloading to avoid being charged unexpectedly.

## Internet Browser

You can browse the Internet using various tabs and URLs simultaneously. On opening a new tab you can manually enter a URL into the blank space above or use the suggestions based on the most frequently visited pages that appear in the centre of the screen.

To close a tab tap the **X** in the top right corner beside its name. The following icons are found in the top left corner under the tabs:

- **Go back or forward**   : return to previously viewed pages and travel forward again.
- **Reload page**  : refreshes the content of the current page.

Tap the  **Menu** icon to access the following options:

- **New tab**: adds another tab. This allows simultaneous browsing on different websites.
- **New incognito tab**: browsing history is not recorded when using these tabs.
- **Bookmarks**: access the list of saved bookmarks.
- **Recent tabs**: access the list of recently closed tabs and restore them if desired.
- **History**: shows a chronological list of the websites you have visited (the more recent ones first).
- **Request desktop site**: Ticking this box lets you view a website exactly as you would on a computer, discounting websites specifically for mobile devices.
- **Settings**: provides access to basic and advanced browser settings.
- **Help and feedback**: view feedback from other users, leave your opinion and consult the help documentation.

## Hangouts

This instant messaging app allows you to communicate with your contacts. Set it up via your Gmail account to get started.

## Calendar

Manage your daily tasks with the **Calendar** tool and sync them with your Gmail account. This enables you to share appointments, meetings and events with your contacts. Set up alerts and notifications as reminders and never forget an appointment. The calendar is synced, so you are able to see it from any other mobile device.

You can create a new event by pressing the  icon in the bottom right corner. You can specify the date and time of an event, the location of a meeting and even the people invited, as well as enable or disable alerts, add an event description and even set the availability status your contacts will see while you are attending a meeting.

## Maps and GPS Navigation

Your tablet includes a **Maps** application which enables you to find your current location (enable GPS for greater accuracy), view satellite imagery and even see actual images of a given location.

Selecting the navigation option enables the device to guide you to your destination from your current position, whether travelling on foot or by car. This app has a feature which locates affiliated companies and establishments.

Please note that none of this information (including the maps) is preloaded onto your device, which means an internet connection will be required whenever you use the navigation feature.

## Email

### *Setting Up a Gmail Account*

You will need to set up a Gmail account the first time you switch on your device or after doing a factory reset (this deletes all data).

If you already have one, then you can use that account. If not, the system will help you create one. Be aware that a Gmail account is required to be able to access some of the device's functionality, and that some apps will not be available until the said account has been correctly set up. Make sure that Gmail is kept updated to avoid any issues.

From within Gmail (found in the Apps menu) you can access your inbox and adjust settings such as how emails are displayed, how they are read or replied to and how notifications are received.

Furthermore, several different accounts can be grouped together allowing simultaneous reception of email from all these. Any account is compatible with the Gmail app.

### *Sending an Email*

1. Open the Email app and press **Compose** .
2. Enter the recipient's email address, fill in the subject box then write your message.
3. Tap the **Send**  button.

Tap the  icon to attach files.

### *Replying to an Email*

You can reply to an email using one of the following three options:

- **Reply:** Only the person that sent the message will receive the reply.
- **Reply all:** All the users listed as recipients of the email will receive a copy of the reply.
- **Forward:** forward a copy of an email to a person other than the sender(s).

In some email clients, files attached to a previously received email only remain attached when forwarding.

## News and Weather (Genie Widget)

This app offers real-time weather reports and international news of general interest. Besides this application, your device's home screen can hold up to three different widgets, offering faster and more convenient access to information. These three widgets include weather information, international news or both at the same time.

For more information on how to add widgets to the desktop, see the customising the **Home screen** section in this manual.

## BQ Plus

BQ offers the option of taking out insurance for your device. This can be done within 15 days from first turning it on. More information is available on the coverage and terms at [bq.com/bq-plus](http://bq.com/bq-plus)

## Sound Recorder

Another tool that comes with your BQ tablet is the **Sound recorder**. Use it to record audio tracks with ease.

To start recording tap the  icon located at the bottom of the screen. The counter above displays the duration of the recording. Use the Stop button to end the recording. The recordings are saved in **Settings > Storage and USB > Explore > Sound Recorder**.

## Contacts

### *Managing Contacts*

The **Contacts** app provides access to all your contacts whether they are saved in your device's internal memory or in any online accounts you may have set up (different options are available depending on where these contacts are saved).

Using this application you can:

- Create new contacts
- Update existing contacts
- Create a group of contacts
- Select the lists to be displayed

## *Adding a Contact*

Adding a new contact to a list can be done manually via the **Contacts** app.

To save a contact:

1. Access the **Contacts** app.
2. Tapping the  icon will display a list of available accounts to which the contact can be saved.
3. Fill in the desired fields:
  - a. First name and surname
  - b. Telephone
  - c. Email

Tap **More fields** to add more details about your contact. Extra fields such as Postal address, Company, Notes, Group name, etc., will appear.
4. Press  to save the contact.

## *Editing an Existing Contact*

1. Access the **Contacts** app.
2. Select the contact you want to edit.
3. Tap the  icon.
4. Select one of the existing fields to edit it.
5. Tap  to save the changes.

## *Using a Contact*

From the **Contacts** app you can contact any previously added person.

Simply press the name of the person you want to contact and select the corresponding option. You can also press on the contact's photo to bring up a quick menu. Here you can:

- Send an email
  - Tap on the desired email address.
- Other options (tap the  icon in the top left corner)
  - Delete: deletes a contact.
  - Share: send the current contact's details to another contact via the compatible apps shown in the list.
  - Place on **Home screen**: Create a shortcut to this contact on the desktop.



We recommend that you always save contacts to your Google account. In this way you will have a backup copy if your device is lost or stolen as well as remote access to your contacts from any other device.

## **Create a Group of Contacts**

You can easily organise contacts into groups with the Contacts app. Save contacts to your Gmail account to be able to do this. For example, different groups can be created for friends, colleagues, family, etc.

To create a group:

1. Select the contact you want to add to a group.
2. Tap the  icon to edit the contact.
3. Groups can be defined in the **Groups** option.
4. Select the group name or tap on **Create new group**.
5. Tap on  to save the group. It will appear in the list of groups in the **Contacts** app.

## **Contacts to Display**

Select which contacts are to be displayed in the list. Choose from those saved in your Gmail account or device.

To select the lists:

1. Open the contacts list and press the  icon.
2. Select the **Contacts to display** option.
3. Select which contact groups you want displayed:
  - a. All contacts.
  - b. Contacts from your Gmail account.
  - c. Contacts from the tablet.
  - d. Customise: Select sub-groups for any of the previous groups (family, friends, etc.)

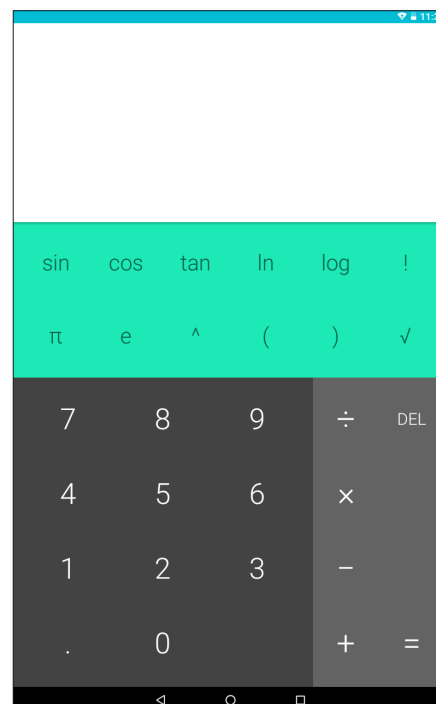
## **Importing and Exporting Contacts**

This allows you to copy contacts between different accounts, apps or the tablet's memory. To do this:

1. Press on the  icon in the contact list.
2. Press on **Import/Export**.
3. Select the location for copying contacts.
4. Select the destination for pasting them.
5. Select the contacts to be copied.
6. Press **OK** to start the process.

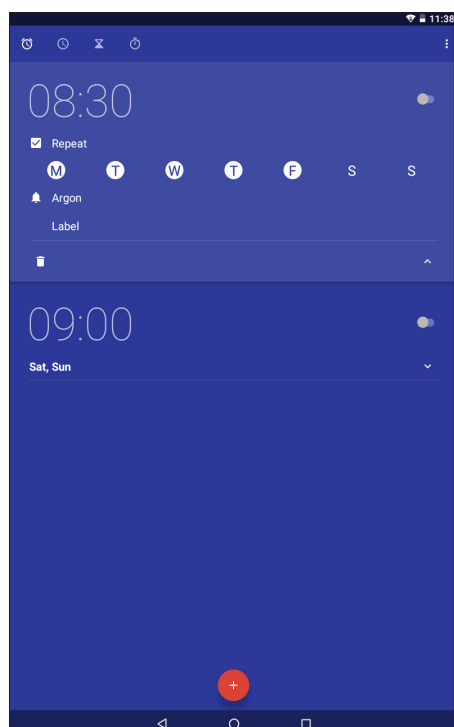
## Calculator

Among other tools on your tablet is a practical calculator with which you can perform basic as well as some scientific and advanced calculations.



## Clock

The **Clock** is another tool on your tablet which comes with various functions. It can be accessed via *Apps menu* > **Clock**.



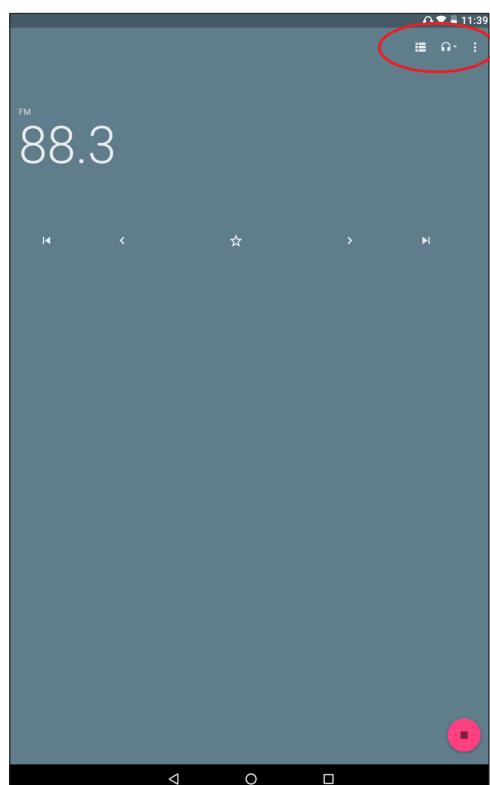
The first tab lets you easily manage your **Alarms**. Set more than one alarm at a time, assign them names, confirm if an alarm is to repeat or not, decide which days it is to go off, the tone it should use and enable/disable vibration.

Create new alarms and delete them as often as you want. To temporarily enable or disable an alarm (without deleting it), simply move the slider next to the alarm time to the left.

The second tab shows the time in any part of the world. The third tab has a programmable timer, and finally, the fourth tab contains a practical stopwatch with lap functionality.

## FM Radio

This app lets you listen to your favourite radio stations and save a broadcast to your tablet's memory. Tune into radio stations by searching manually or use the automatic scan. Drag your finger over the dial to search manually for a station or use the < and > icons to search automatically.



Mark your **favourite stations** by tapping the ☆ icon and swiftly access them by tapping ☰. Once they are marked as favourites their names can be edited making them easier to find in the list. Tap ⋮ then **Change name**.

To play audio through your tablet's speakers rather than the headphones tap the 🎧 icon and the **Speaker** option.

Tap the ⋮ icon to access the Start recording option, which lets you record and save the current broadcast.

Lastly, tap the 🟡 icon to mute the sound.



The headphones must be connected to your device to be able to use the radio application given they serve as an antenna.

## Useful Advice

### Optimising Battery Life

You can prolong the life of your battery by disabling features you do not need. You can also control how the system and application resources consume battery power. To optimise their settings, tap **Apps menu**  and then **Settings**.

- If Wi-Fi, Bluetooth or GPS are not being used then these can be disabled in **Settings** as explained previously.
- Apps like **Maps** or **Navigation** should be closed when not being used as they employ GPS which consumes extra power.
- Adapt your screen's brightness to the ambient light with the **Adaptive brightness** option. To have it appear in the quick settings menu drag the notification bar down with two fingers and tap the  icon.
- Select a short screen-timeout interval by going to **Settings > Display > Screen timeout**.
- Disable the auto-sync feature for certain apps by going to **Settings > Accounts**. Note that you will need to sync your email accounts manually and you will not receive notifications when updates become available.
- Switch to **Aeroplane mode** by holding down the power button until a window displaying this option appears, or by dragging the notification bar down with two fingers.

### Monitoring Battery Usage Information

To optimise your battery configuration, go to **Settings > Battery**. The list at the bottom part of the screen shows the battery usage distribution for all the apps and services. Press the graph to access more detailed information. A screen will appear showing more details on the app's battery usage as well as buttons which recommend how to best adjust the app's settings for maximum energy saving.

To access **Battery saver mode**, which enables battery saving at a system level, tap the  icon in the top right corner. The **Battery optimisation** feature is also found here. It optimises the device's sync frequency after a certain amount of time in standby (Deep sleep). This saves battery by reducing the drain caused by accessing the network and automatic app syncing.

## OTA Updates

OTA stands for “Over the Air”, which refers to the way that firmware updates are sent to your device, that is, via your data connection. Minimal intervention is required on behalf of the user and there is no need for complex update procedures.

Your device will periodically check for new updates to the operating system, which generally include performance improvements or additional features for your tablet.

When the system detects that an update is available, a pop-up window will notify you of this and will request confirmation to install it. We recommend using a Wi-Fi connection to download the update package.

To ensure speed and convenience the system will guide you throughout the installation process.

To check for updates manually go to **Settings > About tablet > System updates > Update**. A message will appear informing you that the system is searching for available updates. If an update is available the installation process will occur as described above.

## Voice Search

On the **Home screen** there is a widget containing a microphone icon. Tapping it will launch the **Voice search** app. This app allows you to quickly search for information on any given subject. It will also speedily connect with other apps, such as maps.

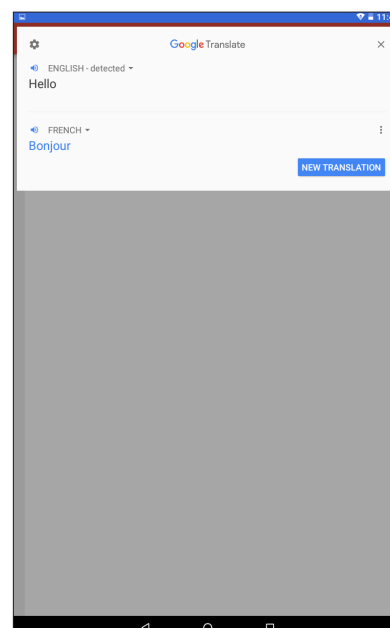
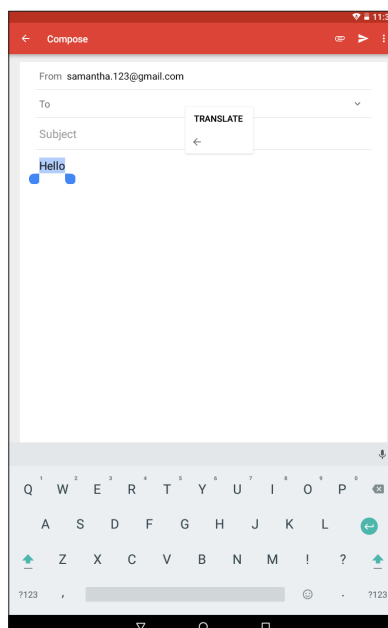
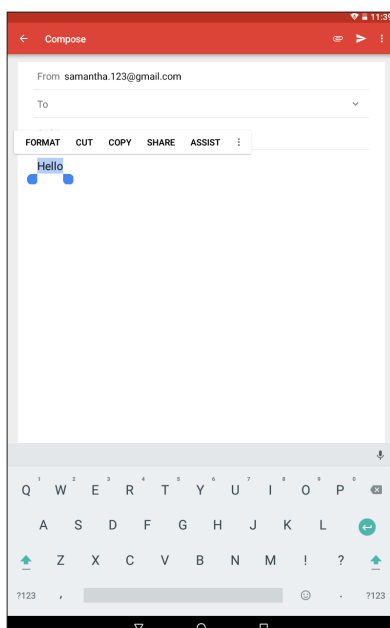
Voice searches can also be performed even if the device is locked or an app is being used, just say “Ok Google”.

For the device to recognise your “Ok Google” from any screen go to **Settings > Google > Search and Now > Voice > “Ok Google” detection** and enable the **From any screen** option. A wizard will help you record the sound of your voice so that the tablet reacts correctly when you speak.

## Text Selection

To improve text selection and app interaction the options for selecting text now appear beside the selected text. These options are described textually rather than with icons making them easier to recognise. The **Share** option has also been added. To access it tap the  icon to the right of the bar.

Selected text can also be instantly translated. To do this, first download the **Google Translate** app.



## Appendices

### Appendix A: Technical Specifications.

Access all the technical information relative to your device by visiting this link and selecting the corresponding model: <https://www.bq.com/en/tablets>

Clicking on **Specifications** will show relevant information, such as:

- Dimensions and weight.
- Screen.
- Processor.
- Interface.
- Internal memory.
- Battery.
- Camera.
- Connectivity.
- System functions.
- Compatible formats.
- SAR values.

### Appendix B: Cleaning and Safety.

#### CLEANING

Before cleaning your device switch it off and disconnect all cables. Make sure the screen is completely dry before reconnecting any cables and switching on the device. Do not apply any cleaning fluids directly onto the screen or casing.

**Screen:** use a clean, soft, lint-free cloth to remove dust and dirt from the screen. To remove fingerprints and stains use a cloth with a mild cleanser.

**Casing:** Use a soft cloth slightly dampened with a mild cleaning solution. Rinse the cloth in clean water, wring it out thoroughly and wipe the casing to remove any residual detergent.

#### SAFETY

To reduce the risk of an accident, follow these safety instructions:

- Do not use power cables, connectors or plugs that are damaged or have loose wiring. Do not bend or damage the power cable. Do not touch the power cable with wet hands. Do not pull on the cable to unplug the charger.
- You can use the device when it is charging but keep in mind that it will take longer to fully charge. Avoid handling it with wet hands while charging.

- Do not hit the charger or cause it to fall. Do not charge the battery using chargers that have not been approved by the manufacturer.
- Do not use the device during electrical storms.
- Do not handle lithium batteries that are damaged or leaking.
- Do not use the device near a pacemaker. If possible, avoid using it at distances under 15 cm as it could interfere with the pacemaker's operation .
- Do not use the device in a hospital or near medical equipment that may be susceptible to radio frequency interference.
- If you regularly use medical equipment, make sure it is protected against radio frequency interference. If you wear a hearing aid, consult the manufacturer with regard to potential interference.
- In potentially explosive environments, switch the device off. Always observe regulations, instructions and warning signs .
- Do not use the device in refuelling areas (petrol stations) or close to flammable and/or explosive chemical products .
- Do not store or transport flammable liquids, gases or explosive materials in the same compartment as the device or any of its parts or accessories .
- Switch off the device upon boarding an aeroplane. The electronic components of a motor vehicle may malfunction as a result of radio frequency interference from the device.
- Avoid placing the device near the abdominal and genital area, especially in the case of children, adolescents and pregnant women .
- Prolonged exposure to high levels of sound pressure can cause permanent hearing damage. It is recommended that you do not wear headphones while cycling, running or walking through areas with a lot of traffic and noise .
- Using the tablet while driving. Some car manufacturers prohibit the use of mobile devices in their vehicles unless they are equipped with a hands-free kit and external antenna. Ask the vendor of your vehicle whether your mobile device or hands-free Bluetooth kit will interfere with the car's electronic systems. Always devote your full attention to the road while driving and respect the local regulations and laws on the use of wireless devices while at the wheel.
- When the device is using geo-positioning information, interruptions or malfunctions may occur causing dependence on network availability to increase. Note that functionality may be reduced or obstructed in certain places such as inside buildings or in areas close to buildings.
- Use the GPS feature with caution and ensure that you are not distracted while driving. Mundo Reader, S.L. does not claim or in any way guarantee the accuracy of any location-based information.
- Antenna. Use of the device with an antenna other than that supplied by Mundo Reader, S.L. may damage the tablet, impair its performance and generate SAR levels (see Appendix C on the next page) that exceed the limits established by law.

- Wi-Fi (WLAN). This device can be used in all European countries. Frequency intervals that oscillate between 5150 Mhz and 5350 Mhz are limited to inside spaces. Consult your device's Wi-Fi bands in the product specifications.
- Aeroplane mode. Use of Bluetooth and WLAN functions may be prohibited on aeroplanes and in other places where radio transmissions are not permitted. Ask for permission before enabling the Bluetooth or WLAN functions, including in Aeroplane mode.
- Although the device is designed to operate within a temperature range of -10 °C, and 55 °C, we do not recommend using it at temperatures below -10 °C or above 40 °C. Outside of this range, the device could suffer damage, malfunction or even explode.

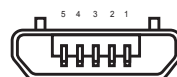
**Warning!**

This product must be used with a power supply that has the following specifications:

INPUT: 100-240 V ~ 50/60 Hz 0.3 A max.

OUTPUT: 5.0 V  2.0/2.1 A

The polarity must be as indicated in the drawing:



Micro-USB

Pin 1 "+"

Pin 5 "-"

The use of power supplies other than the one indicated may damage your device and pose a risk to the safety of people and property.

## Appendix C: Information on Exposure to Radio Waves and SAR (Specific Absorption Rate).

The design of this tablet complies with the current regulations governing exposure to radio waves. These regulations are based on scientific guidelines that include safety margins designed to ensure the safety of everyone, regardless of age or state of health.

The guidelines on exposure to radio waves use a unit of measurement known as the SAR (Specific Absorption Rate). SAR tests are carried out using standardised methods, with the tablet transmitting at the highest certified level of power on all the frequency bands it uses.

The maximum SAR levels recommended by the ICNIRP (International Commission on Non Ionizing Radiation Protection) is 2 W/kg, measured on 10 grams of tissue.

The highest SAR levels recorded for this tablet are as follows:

| Aquaris M8    | When used in direct contact with the body |
|---------------|-------------------------------------------|
| 2.4 GHz Wi-Fi | 0.599 W/Kg (10 g)                         |
| 5 GHz Wi-Fi   | 0.528 W/Kg (10 g)                         |

This device complies with the guidelines on exposure to radio frequency when it is positioned at least 5 mm away from the body. This device requires an adequate network connection in order to send data files or messages. Sometimes the transmission of data files or messages may be delayed until an adequate connection becomes available. Until the transmission has completed, be sure to heed the aforementioned separation distance.

## Appendix D: Disposing of this Product Correctly.



(Electrical and electronic waste).  
(Applicable within the European Union and in European countries with selective waste collection systems).

The presence of this symbol on the product, accessories or accompanying informative material indicates that, at the end of their service lives, neither the product nor its electronic accessories (charger, cables, etc.) are to be disposed of with household waste.

To prevent any damage to the environment or human health, separate these products from other types of waste and recycle them correctly. This encourages the sustainable reuse of material resources and avoids the depletion of finite ones.

Private users should contact the establishment from which the product was acquired, or the relevant local authorities, to find out how and where they can recycle this product safely without harming the environment.

Business users should contact their supplier and consult the terms and conditions in the purchase contract. This product and its electronic accessories must not be disposed of with commercial waste.

**Firmware version**

BQ Aquaris M8: 20160801-0707

